

REQUEST FOR PROPOSAL

ROBINS AFB, GEORGIA

WEST ROBINS HOUSING PRIVATIZATION PROJECT

UHHZ, 974012

SOLICITATION F09650-98-R-0207

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1.0. EXECUTIVE SUMMARY

1.1. AUTHORITY: Pursuant to The National Defense Authorization Act for Fiscal Year 1996, P.L. 104-106, Title XXVIII, Subtitle A-Military Housing Privatization Initiative (codified at 10 U.S.C. Sections 2871-2885), the Department of the Air Force is soliciting proposals from qualified private entities interested in entering into a business arrangement with the Government.

1.2. GOVERNMENT INSTALLATION:

1.2.1. Robins Air Force Base is located in middle Georgia, approximately 95 miles south of Atlanta. Robins Air Force Base is the largest industrial complex in Georgia, employing 16,000+ military service and civilian men and women. One of the Air Force's five air logistics centers, the Warner Robins Air Logistics Center (WR-ALC) has worldwide management and engineering responsibility for the repair, modification and overhaul of the F-15 Eagle, C-130 Hercules, C-141 Starlifter aircraft, and C-5 Galaxy aircraft. In addition to these aircraft, the center has worldwide management responsibility for the U-2 Dragon Lady, all Air Force helicopters, and all special operations aircraft and their particular avionics systems. The center also provides logistics support for all Air Force missiles, vehicles, general purpose computers, and avionics and electronic warfare systems used on most Air Force aircraft. In 1996 Robins AFB became the main US operating base for the E-8 Joint Surveillance Target Attack Radar System (Joint STARS), and the Georgia Air National Guard 116th Bomb Wing (B-1B bomber).

1.2.2. Robins AFB has 1475 military family housing units in its inventory. Its vision is to retain its family housing inventory located on the main base (809 units), and to privatize the remaining portion located at West Robins (666 units), a geographically separate area near the main base.

1.3. PROJECT SUMMARY:

1.3.1. GOAL: The goal of the Robins Air Force Base housing privatization project is to provide military families access to safe, quality, affordable housing for a period of at least 30 years in a community where they will choose to live.

1.3.2. The project involves a real estate transaction with the Successful Offeror under which the Government will contribute land and housing units by a conveyance of fee ownership and provide funds in the form of a Direct Government Loan and/or Government Limited Loan Guarantee of third party debt. In exchange, the Successful Offeror will obtain commercial financing needed to plan, design, develop, demolish (219 Wherry/Chapman units), construct (370 to 460 units), renovate or replace (300 Hillside units), own, operate, maintain, and manage a rental housing development for a basic requirement of 670 and up to 760 military families for 30 years. The development shall consist of a mixture of 2 and 3-bedroom townhouse units and 3 and 4-bedroom single family units. The Successful Offeror will own the land and housing units. The military members will pay the Successful Offeror rent equal to the basic allowance for housing (BAH) minus 110% of reasonable gas and

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electric utility charges as defined in section 3.7. Rent shall include the following utilities for the dwelling units: water, sewerage, and refuse collection.

1.3.3. The Government will convey by deed multiple tracts of land (total of approximately 300 acres) to the Successful Offeror for nominal cash consideration and for priority rights to safe, quality housing at affordable rates for military families. The property will be leased to the offeror after award for purposes of development in accordance with the terms of the Ground Lease. Upon the completion of the replacement units and the satisfaction of the other conditions set forth in the Contract of Sale (see appendices), the land will be conveyed, subject to a recorded use agreement. The Government anticipates at least 210 acres will be required to satisfy the basic housing requirements in this solicitation. Therefore, up to 90 acres will be available to the Successful Offeror for other development. The Successful Offeror shall be required to execute a land exchange agreement with the City of Warner Robins to acquire 85.54 acres of unimproved land from the City (the City Exchange Parcel) in exchange for approximately 68 acres on the northern end of West Robins (the Robins Exchange Parcel).

1.4. FINANCIAL STRATEGY: A significant consideration in determining the Successful Offeror will be the financial strategy proposed.

1.4.1. The Government has available land and \$12,000,000 in loan authority for execution of this project. Refer to Section 3.7 for details on the use of the \$12,000,000. The housing allowances, provided to military personnel, who then use those allowances to pay for rent, do not count against the limited funds available for this project. Accordingly, offerors should carefully consider the best possible means of both minimizing long-term risk and cost to the Government and leveraging Government funding for the project through a financial strategy that maximizes the use of private funding to support the development. Descriptions of basic terms of the Government Direct Loan and Government Limited Loan Guarantee for execution of the project are included Section 3.6. Offerors shall provide priority access to active duty military and their families, grades E5 through O6. The projected rental income stream will be based on their housing allowances.

1.4.2. The documents that will evidence the business arrangement will include, but are not limited to a contract of sale, a ground lease, and a deed that is subject to a use agreement. Descriptions of the basic terms of these instruments are included in Section 3.6. Sample instruments are included in the appendices.

1.4.3. The Government will not guarantee occupancy of the units. However, the Successful Offeror will receive referrals from the Robins AFB Housing office. Robins AFB Military Family Housing has historically operated at 97% occupancy.

1.4.4. In order to ensure a smooth and successful transition from federally owned and operated housing to privately owned and operated housing, Robins AFB has signed a Memorandum of Understanding (MOU) with the local community. Both parties agree to work together to resolve development and redevelopment issues

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surrounding the Robins housing privatization initiative. A copy of the MOU is included in the appendices.

1.4.5. In accordance with DoD housing policy to rely on the private sector first for housing, Robins has developed the following objective for the termination of this project: To open the privatized housing to the local community with neutral or positive impact on the then current military occupant, the local housing market, the then future military families, and Robins AFB. Offerors will be required to submit their exit strategy on how they propose to meet this objective.

2.0. EXISTING AND FUTURE REAL ESTATE CONDITIONS

2.1. GENERAL: As specified in further detail below, the Successful Offeror shall be required to execute a land exchange agreement with the City of Warner Robins to acquire 85.54 acres of unimproved land from the City (the City Exchange Parcel) in exchange for approximately 68 acres on the northern end of West Robins (the Robins Exchange Parcel). The project will be sited on the unimproved land acquired from the City and that part of the West Robins acreage remaining subsequent to the land exchange.

2.2. WEST ROBINS:

2.2.1. West Robins is located in the City of Warner Robins Georgia and is generally bounded by Wall Street, Davis Drive, Robins Drive, Third Street and Wellborn Road. It is separated from the main base by Georgia Highway 247. This property is secured by a perimeter chain link fence with two manned guard gates, one on the east at Cannon Road which leads to Gate 5 of the Base and Georgia Highway 247, and the second on the west at Warner Drive which leads to S. Davis Street. Numerous paved streets with sidewalks, curbed gutters and storm drains meander through the development. Several undeveloped wooded areas separate the 3 different residential neighborhoods. Several ball fields, tennis courts, and playground areas are located on West Robins as well as green areas around each cluster of units. Additional support structures include an AAFES shoppette (convenience store) on Warner Drive, a youth center (daycare) on Cannon Road, DoD elementary school facilities on Linwood Drive, and a recreational complex including a large neighborhood pool off Tibbetts Circle, a repeater tower, water tower, and other infrastructure improvements. West Robins also includes 666 residential units (both single family and duplex) contained in 415 facilities and three different neighborhoods.

2.2.2. The area surrounding West Robins is constrained by blight and crime. Both the blight and the crime are major concerns to military families.

2.2.3. The Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Administration (FEMA, 1991), shows that all of the West Robins property stands above the 100-year flood boundary (Elevation 258').

2.2.3.1. Residential Units:

2.2.3.1.1. Wherry Housing Units: Wherry constitutes one of the developments often referred to as Chevron Village. The Government acquired these 266 units from a private developer in the 1950s. The units are sited on approximately 114

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acres of land. The units were constructed from 1950-53. They are whole house brick veneers on slab foundations with vinyl and wood exterior trim, gutters and downspouts, and aluminum windows. Each unit has central heating and air conditioning, a modern kitchen with refrigerator and built-in range/oven and dishwasher, washer/dryer hookups, and a patio with storage facilities. Several renovations have occurred over the years. The electrical service has been updated and kitchens and baths modernized. Many units are vacant. Vacant units may have been cannibalized by the Government. (Refer to the electronic document room on the website for a list of remaining appliances. This list will be updated quarterly.)

2.2.3.1.2. Chapman Housing Units: Chapman housing constitutes the second development often referred to as Chevron Village. The Government acquired these 100 units from a private developer in the 1950s. The facilities are all vinyl siding on slab foundations with gutters and downspouts and aluminum windows. Each unit has a single carport with built-in storage area, central heating and air conditioning, a modern kitchen with refrigerator and built-in range/oven and dishwasher, washer/dryer hookups, and a patio. Several renovations have occurred over the years. The electrical service has been updated and kitchens and baths modernized. Some units are vacant. Vacant units may have been cannibalized by the Government. (Refer to the electronic document room for a list of remaining appliances. This list will be updated quarterly.)

2.2.3.1.3. Hillside Housing Units: 300 units known as Hillside were built by the Government between 1965-66 and are situated on approximately 58 acres. The facilities are all brick veneer with wood exterior trim on slab foundations with gutters and downspouts and aluminum windows. Each unit has a single carport with built-in or detached storage areas, central heating and air conditioning, kitchen with refrigerator, built-in range/oven and dishwasher, washer/dryer hookups, and a patio. The electrical service has been updated and kitchens and baths modernized.

2.2.3.2. Linwood Elementary School:

The Linwood School facilities are owned by the Department of Defense (DOD), Domestic Dependent Elementary and Secondary Schools (DDESS). The land is leased to the Department of Education (DOE). Facilities consists of the classrooms and gymnasium (building 2802), a shop/maintenance building (building 2804), and a portable classroom building. The facilities are located on Education Way between Tibbetts Circle and Linwood Drive.

The main school building was originally constructed in 1965. An addition was constructed in 1969. Another gym/classroom addition was completed in 1995. The school measures 52,277 SF. The facility is brick and masonry construction on a grade level slab with a flat built-up roof system, gutters, and downspouts. The interior finish consists of a mixture of terrazzo, tile, and carpet floor coverings; painted block walls; and a drop acoustical ceiling. The main school building has a cafeteria and kitchen. Mechanical features include a heating and air conditioning

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plant for each building, a walk-in cooler/freezer, kitchen equipment, emergency lighting, fire alarm and security systems.

The Shop/Maintenance building (building 2804) was originally constructed in 1987. It is located at the southeast portion of the school property. The building is a steel pre-fab metal skin structure on slab grade measuring 2,250 SF. The roof is a metal skinned gable with gutters and downspouts. The interior is unfinished except for a 12' x 25' finished office area. Mechanical features include a fire alarm, security system, (4) 10' x 10' manual overhead doors, and shelving and display racks.

Gasoline related equipment and fixtures include a 28' x 56' steel and metal canopy with lights over 2 pump islands, 2 separate gasoline pumps with 4 dispenser capacity each, and (2) 10,000 window units supply heating and air conditioning.

Site improvements for the school property include a chain link fence around the main site, asphalt drives and parking lots for the school building and portable administrative offices, one asphalt basketball court, one concrete play court, and a ball field. The building sites are level, fenced, grassy, and occupy approximately 12.0 acres south and half an acre north of Education Way.

2.2.3.3. Modular Administration Building (facility 3008): The facility is located on the north side of Education Way across from the School, occupying approximately half an acre. The improvements were completed in 1991. The building contains approximately 3,864 square feet and accommodates 9 private offices, a conference room, store room, reception area and restrooms. Mechanical features include a heating and air conditioning system, fire alarms, and a security alarm.

2.2.3.4. Youth Center (Daycare, facility 3005): The approximately 3,023 square foot structure is located at the corner of Cannon Road and an unnamed crossroads to Robins Drive. Improvements were constructed in 1994. This is a 14' high masonry/stucco facility on slab grade with a flat built-up roof system. The interior is gypsum walls, acoustical drop ceilings, with carpet and tile floor cover. The floor plan includes 3 classrooms, a large playroom, kitchen, a large open reception and administrative area, 2 restrooms, store room, and janitor closet. Mechanical features include central heating and air conditioning, an emergency lighting system, fire and security alarm systems. The center has an assortment of traditional playground equipment for small children on the grounds. To the east of the facility is a 28 space lighted asphalt parking lot. The site is level, grassy, and occupies approximately 1.0 acres.

2.2.3.5. AAFES Shoppette (Convenience Store, Building 3000): The approximately 3,186 square foot facility is located on a paved side street off of Warner Drive at the intersection of Education Way. Per Real Estate records the improvements were originally constructed in 1975. Several modifications and additions since then are evident. The structure has a height of 12' and is block/masonry construction on a grade level slab with a flat built-up roof system. The interior store/display area has a drop acoustical ceiling, gypsum walls and tile floor cover. The storeroom and delivery area have an unfinished interior. The

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floor plan includes a 1600 square foot retail area, 2 walk-in coolers, an office, liquor and wine sales area, a restroom, +/-600 square foot store room, and a 266 square foot delivery area. Mechanical features include heating and air conditioning, emergency lighting, pay-through window, fire and security alarm systems. Both walk-in coolers are approximately 19' x 12'. One is a combination freezer cooler. Related trade fixtures include (1) 4-door upright freezer, (1) 6-door upright freezer, an ice machine, shelving and display racks.

Gasoline related equipment and fixtures include a 28' x 56' steel and metal canopy with lights over 2 pump islands, 2 separate gasoline pumps with 4 dispenser capacity each, and (2) 10,000 gallon each underground storage tanks (USTs). The USTs were installed October 1993 and comply with current government regulations regarding underground gasoline storage vessels.

Site improvements include a block and chain link privacy fence and a large lighted asphalt drive and parking lot. The facility site is level and occupies approximately 1.0 acre.

2.2.3.6. Recreation/Pool Complex:

This facility is located on Tibbetts Circle and consists of a bath house and pool. The facilities were constructed in 1981. The bath house measures approximately 3,755 square feet and contains men and women's showers/restrooms. The slab grade block/stucco facility is 10' in height with a gable metal skinned roof system with gutters and downspouts. The interior is unfinished with paint block walls and concrete floors with drains. The pool is approximately 6,736 square feet with a high and low dive and 3 guard stations. The pool is surrounded by a large, fenced, lighted concrete apron.

Site improvements around the pool facility include a ballfield, lighted tennis and basketball courts, playground equipment, and an asphalt drive/parking area. The site is level to gently sloping and encompasses approximately 5.0 acres.

2.2.3.7. Utilities: West Robins is served with both Base owned and contracted utilities.

Sewage: The sewage lines are owned by the Base and feed back to the east side of the Base for treatment.

Water: Water lines from the east side of the Base loop through the three subdivisions. In addition, West Robins AFB has a water well in a block facility and a water storage tank across from the school. A water pump facility is located at the corner of Vandenberg and Linwood Drive. These facilities occupy approximately 1.0 acres.

Gas: Natural gas service is contracted from and the lines are owned by the City of Warner Robins.

Electricity: Flint Energy Management Corporation (EMC) supplies electricity and owns the distribution lines to Wherry and Chapman areas. The Hillside

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electric distribution lines are owned by the Base, with power provided by Flint EMC. The base electrical lines were constructed in 1991.

Telephone: Telephone lines are currently in place for each unit, with two jacks per unit. Present service provider is BellSouth.

Television Cable: Two T.V. cable companies currently provide cable service to the West Robins area - Cox Communications and Watson Cable.

2.2.4. Environmental Baseline Survey (EBS): The Executive Summaries of the EBSs for West Robins and the city exchange parcel are included in the appendices.

2.3. CITY EXCHANGE PARCEL:

2.3.1. The property referred to as the "City Exchange Parcel" is an 85.54 acre tract of unimproved land located between Wellborn Road and Georgia Highway 247. This property is owned by the City of Warner Robins. See appendices for legal description of property, including all outstanding interests and reservations, and deed restrictions.

2.3.2. Utilities: Sewage, water, natural gas, and electrical service are available at the property boundaries (see the exhibits for exact location).

2.3.3. Environmental Baseline Survey (EBS): The Executive Summary of the EBS for West Robins and the city parcel is included in the appendices.

2.4. REAL ESTATE TRANSACTIONS (see the appendices for property descriptions and the exhibits for corresponding boundary surveys):

2.4.1. Real Estate Exchange between the City of Warner Robins and the Successful Offeror : The Successful Offeror shall execute a land exchange agreement with the City of Warner Robins to exchange the City's 85.54 acres (the City Exchange Parcel) for approximately 68 acres of land of equal value on the northern end of the tract known as West Robins (the Robins Exchange Parcel). Prior to the Government's conveyance of the Robins Exchange Parcel, the Successful Offeror will enter upon the Robins Exchange Parcel and be responsible for preparing it for conveyance to the City, consistent with the terms and conditions of a land exchange agreement [reference City Resolution located in the appendices]. The Government will convey the Robins Exchange Parcel to the Successful Offeror, upon the offeror's completion of the City's requirements for the exchange (i.e. site preparation) and under condition that it be immediately conveyed, pursuant to the terms of the City land exchange agreement. See Section 3.6, Business Arrangements, for additional detail regarding the real estate transfer and exchange. The City plans to use at least 40 acres for City parks and recreation.

2.4.2. Real Estate to be Transferred to Houston County Schools: Linwood Elementary School, operated by the Department of Defense Domestic Dependent Elementary and Secondary Schools (DDESS), will be transferred to the Houston County School System no earlier than the summer of 2000.

2.4.3. Real Estate to be Transferred to the Successful Offeror: The land to be transferred by the Air Force to the Successful Offeror includes the portion of West Robins known as the Robins Exchange Parcel (to be subsequently exchanged for the City

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Exchange Parcel) and the remaining West Robins property (total of approximately 315 acres). The West Robins property includes the following associated improvements: the residential housing units; the modular administration building; the youth center; the convenience store; recreation and pool complex, all roads and parking areas; and utilities owned by the Government. The Government will retain ownership of the communications repeater tower, and a restrictive easement to the tower. Until conveyance, the convenience store property will be leased and operated by the Army Air Force Exchange Service (AAFES). After conveyance, the Successful Offeror shall either continue to lease the convenience store to AAFES for a mutually acceptable fee or compensate AAFES for the undepreciated value of the convenience store facilities.

3.0. PROJECT PROGRAM

NOTE: Offerors shall include all “Basic Requirements” in their proposals. Desires are defined as that portion of an offeror’s proposal that the Government will consider beneficial to a military family or the Government. Desires for each factor are listed in descending order of importance. Offerors are encouraged to include desires and/or additional features in their proposals.

3.1. CODE, STANDARDS, AND REGULATIONS:

3.1.1. All drawings, specifications, and engineering calculations shall be certified by a professional architect or engineer as required and who is licensed by the State of Georgia.

3.1.2. All development, demolition, construction, renovation, and operations shall be in accordance with the following and any other applicable local, state, and federal government codes, standards, and regulations:

- ICC/COBA Model Energy Code, 1995 or latest revision (as required by 42 US Sec 12709)
- American National Standard Institute (ANSI) A117.1-1986, Specifications for Making Buildings and Facilities Accessible to and Usable by Physically Handicapped People
- Americans with Disabilities Act (ADA) Accessibility Guidelines of 1990.
- Fair Housing Act Amendments of 1988 and Fair Housing Act Accessibility Guidelines
- ANSI B31.8 and B31.8b, Gas Transmission and Distribution Piping Systems
- ANSI C2, National Electrical Safety Code
- HUD 4940.2, Minimum Design Standards for Community Water Supply Systems
- HUD 4940.3, Minimum Design Standards for Community Sewage systems, National Building Code (BOCA)
- National Fire Protection Association (NFPA) All Applicable Sections
- National Electric Code
- Occupational Safety and Health Act (OSHA)
- One and Two Family Dwelling Code (CABO)

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- Standard Building Code (SBCC)
 - Standard Mechanical Code (SBCC) or (ICBO)
 - Standard Plumbing Code (SBCC) or (ICBO)
 - Standard Gas Code
 - Local, State, and Federal Environmental Protection Regulations (including NEPA)
 - Code for the Installation of Heat Producing Appliances

3.2. COMMUNITY MASTER DEVELOPMENT PLAN:

3.2.1. BASIC REQUIREMENTS:

- Exchange approximately 68 acres of Government land on the northern end of Robins AFB with 85.54 acres of unimproved City land located between Wellborn Road and Georgia Highway 247.
- Acquire all permits and pay applicable fees.
- Within two years of award demolish 219 Wherry housing units and associated improvements located on property not exchanged with the City. Associated improvements to include exterior storage, patios, driveways, lateral/service utility lines (within 4 feet of the pavement edge or trunk line/main as appropriate), and miscellaneous improvements.
- Within two years of award demolish 100 Chapman housing units and associated improvements. Associated improvements include exterior storage, patios, driveways, lateral/service utility lines (within four feet of pavement edge or trunk line/main as appropriate), and miscellaneous improvements.
- PUDD (Planned Unit Development District) IAW approved and restricted uses described in paragraph 3.2.3 below.
- Community Plan Objectives as described in paragraph 3.2.4 below.
- Build new units on 85.54-acre parcel to be exchanged by the City of Warner Robins with the Successful Offeror and on West Robins property south of Linwood elementary.
- No more than four detached single family units per acre.
- No more than eight townhouses per acre.
- No more than six townhouses per building.
- Underground utilities for new construction.
- Common open space, playgrounds, tot lots, and other modest recreation facilities for common use for each cluster.
- Lighted basketball courts for each neighborhood.
- Meet requirements identified in the City of Warner Robins letters “West Robins Housing Privatization, Assessment of Storm Drainage & Street Facilities” dated January 8, 1998 and “Off-Base Housing Privatization” dated November 6, 1997.
- Construction Management Plan as described in paragraph 3.2.5 below.
- Cap water and sewage lines from Robins AFB inside the fence of east Robins AFB and connect to City water and sewer prior to deed conveyance.

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- Remove the modular administration building from the West Robins property on or before completion of all the demolition, new construction, and renovation of residential units.

3.2.2. DESIRES:

- Access to community facilities and services on or adjacent to the development including but not limited to:
 - Neighborhood convenience store
 - screened recreational vehicle storage lot
 - before/after school programs
 - softball fields, preferably lighted
 - swimming pools
 - jogging paths
 - tennis courts, preferably lighted
 - recreation center or clubhouse
 - covered bus stops
 - soccer fields
 - football fields
 - pavilion
- A three-lane north/south street from Linwood to Robins Drive connecting to Fourth or Sixth Street.
- A two-lane east/west street from Third and Cannon to the west boundary of West Robins.
- Underground utilities for existing facilities.

3.2.3. LAND USE:

3.2.3.1. Planned Unit Development District (PUDD):

3.2.3.1.1. West Robins, other land used to satisfy the requirements of this solicitation, and properties within the West Robins Impact Area to be redeveloped by the offeror shall be zoned as a single Planned Unit Development District in accordance with the City of Warner Robins Code Section 102 and this solicitation (the most restrictive shall apply). All zoning shall be subject to city approval. No problems are foreseen by the Air Force with the zoning options as long as incompatible uses are not proposed. Obtaining necessary zoning approvals shall be the offeror's responsibility and shall be done at the offeror's sole cost and expense.

3.2.3.1.2. The purpose of requiring a Planned Unit Development District is to offer developers the benefits of efficiency, economy, and flexibility by encouraging unified development of large sites, while deriving for the City and the military families the advantages of improved appearance, compatibility of uses, optimum service by community facilities and better handling of vehicular access and circulation. The

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PUDD shall be reviewed and approved by the planning commission in accordance with Section 102 of the City of Warner Robins Code and to assure that the redevelopment is consistent with the objectives of the community's Comprehensive Plan.

3.2.3.2. Approved Uses: The offeror shall determine the most appropriate permitted uses to meet the basic requirements and desires (if incorporated) of this solicitation. Uses approved by Robins AFB and the City of Warner Robins include the following:

- Single-family, two-family (duplex), and multi-family units with or without ancillary facilities.
- Screened recreational storage areas.
- Public utility substations.
- Public/private owned and operated clubs and associated recreation areas.
- Home occupations.
- Kindergarten, play schools, and day care centers.
- Public/private schools and libraries.
- Hospitals, clinics, convalescent or nursing homes.
- Medical, dental, or chiropractic office, clinic, or laboratory.
- Government, professional, or general purpose offices.
- Book, magazine and newspaper stores.
- Drugstore and/or pharmacy.
- Grocery, candy store, delicatessen, and/or bakery.
- Butcher or poultry/fish store.
- Convenience store.
- Barber and/or beauty shop.
- Dressmaker, seamstress, and/or tailor.
- Dry cleaning (no solvent dry cleaning equipment on premises) and self-service laundry establishments.
- Studios offering instruction in art, music, dancing, drama, or similar cultural activity.
- Shoe repair shop.
- Place of worship and related facilities.
- Publicly-owned and operated facilities or land.
- Camera store, art store, or photographic studio.
- Florist shop.
- Gift or curio shop or antique shop.
- Bicycle sales/repair shop.
- Insurance agency.
- Jewelry and watch sales/repair shop.
- Locksmith and/or gunsmith.
- Real estate agency.
- Restaurants, grills, and lunch counters, including drive-in.
- Hobby and/or toy stores.

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- Branches of banks and savings and loan associations.
 - Amusement enterprises, such as miniature/Par-3 golf, golf driving ranges, skating rinks, coin operated arcades and similar enterprises.
 - Motels and hotels.
 - Automobile service station or repair garage.
 - Theaters.
 - Bars, taverns and night clubs.
 - Furniture, home furnishings, office furniture and equipment sales, repair or upholstering.
 - Produce sales, horticulture sales, and farmers market.
 - Clothing stores.
 - Hardware and/or paint stores.
 - Variety stores (5 and 10-cent stores).
 - Music, video, and/or computer stores.
 - Sporting goods.
 - Pet stores.
 - Undertaking or mortuary establishments.
 - Convention center, including a hotel and assembly room.
 - Printing, blueprinting, book binding, photostatting, lithography, and publishing establishments.
 - Commercial parking garage or screened recreational vehicle storage.
 - Veterinary hospital, kennel, or clinic.
 - Automobile laundry or car wash.
 - Appliance and electronics sales and/or repair.

3.2.3.3. Restrictions:

- All servicing, storage, or processing shall be conducted within a completely enclosed facility except where the nature of the activity makes it impossible, such as, off-street loading, automobile parking for customers while on the premises, overnight storage of emergency vehicles and equipment, miniature golf courses, and the sale of automobile fuel at service stations.
- All businesses distributing alcohol must have at least 50% of sales from food.
- Businesses involving adult oriented merchandise or entertainment are not permitted.
- Uses, processes, and equipment employed shall be limited to those, which are not objectionable by reason of blight, odor, dust, bright lights, smoke, noise or vibration.
- Traffic flow shall compliment the city-planned redevelopment in the surrounding area.

3.2.4. COMMUNITY PLAN: The Successful Offeror shall develop and implement a community plan that responds to the military family needs and

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reinforces the connection between the families and the community. Community plans shall meet the following objectives:

3.2.4.1. Objective 1: To give shape to the community and achieve a sense of local identification for the residents by incorporating a sense of “spatial hierarchy”, using the following design building blocks.

- The individual dwelling unit and private space.
- A cluster of units comprising a sub-neighborhood and its related recreation space.
- A neighborhood made of a group of inter-related clusters.
- A residential neighborhood within a compatible community.

3.2.4.2. Objective 2: To provide adequate infrastructure. Infrastructure is defined as the systems required to support the community, including but not limited to electrical power, water supply, natural gas, sewage/waste disposal, storm water management systems, telephone, cable television, roads, sidewalks, and other accessibility routes.

- Natural gas installation service and materials will be provided by the City of Warner Robins.
- Utility outages and changeovers shall be defined as a stoppage in electric, gas, potable water, sewer, telephone, or any other similar utility serving all or a part of a single facility or several facilities. All utility outages shall be coordinated with the Government Representative and residents shall be notified.

3.2.4.3. Objective 3: To strengthen the neighborhood with efficient and appropriate traffic patterns by using a hierarchy of streets and pedestrian routes similar to the “building block” spatial hierarchy.

- Local traffic patterns serve individual units and feed collectors.
- Collector traffic patterns (neighborhood or community level) serve dwelling unit cluster and feed major streets.
- Major traffic patterns (community level) connect different areas of the community.

3.2.4.4. Objective 4: To create a network of neighborhoods and to emphasize the hierarchy of space within the community by creating a full range of compatible private and shared recreation and community desired facilities.

- Constraints such as easements, drainage, and offensive environments (i.e. blight, bright lights, and loud noises) shall be addressed to ensure activities within and surrounding the site are compatible.

3.2.4.5. Objective 5: To enhance the environment, improve quality of life, and to emphasize the hierarchy of spaces within the community by using

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environmentally sensitive landscape design, earth shaping techniques, screening, and architectural diversity throughout the community

3.2.5. CONSTRUCTION MANAGEMENT PLAN: Offerors shall establish and implement a Construction Management Plan to ensure quality controls in the development of this project. Offeror's Construction Management Plan shall address but is not limited to the following:

3.2.5.1. Environmental Quality Controls and Procedures: Offeror shall comply with applicable Federal, State, and local environmental laws and regulations.

3.2.5.2. Inspection Quality Controls and Procedures:

- Internal Inspection Plan: Internal Inspection Plans shall ensure proposals are implemented as presented and development, construction, and renovation produces a quality product. Offerors shall conduct project inspections and record results and status.
- City of Warner Robins Permits and Inspections: The City of Warner Robins will be the permitting agency and shall be contacted and paid directly by the Successful Offeror. The City of Warner Robins will perform inspections in accordance with their standard procedures to assure compliance with all applicable local codes, standards, and regulations. The City of Warner Robins will have the authority to stop work if the Successful Offeror fails to comply with local codes, standards, and regulations. Copies of all inspection reports shall be provided to the Government.
- Third Party Inspection Plan: The Successful Offeror shall contract with a third party to inspect and to assure compliance with the plans and specifications as submitted and approved during the selection process. Inspections will be provided by an architect or engineer, licensed in the state of Georgia and certified by a professional single and multi-family construction/inspection organization. On-site inspections shall be made and a log maintained. Logs shall be compiled and provided to the Government in a monthly report containing inspector's professional opinion that the construction is or is not proceeding in accordance with the approved drawings, specifications, plans, and schedules. The Government representative will have the authority to stop work on the project if construction does not meet requirements of drawings, specifications, or plans.
- Government Inspections: The Government reserves the right to conduct no notice inspections of the project site, the Successful Offeror's logs, the City's inspection reports, and the third party's inspection reports. Inspectors may include but are not limited to the Government representative, the Department of Occupational Safety and Health Administration (OSHA), the Environmental Protection Agency (EPA), the

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State of Georgia Department of Environmental Quality, the Robins AFB Fire Department, the City of Warner Robins Fire Department, and the Bureau of Labor. Inspectors have the authority to levy fines in accordance with their respective local, state, and federal laws.

- The City inspector (by it's own authority on the City Exchange parcel and as the agent of the Government on the Robins Exchange parcel) shall provide a certification of occupancy when the Successful Offeror has complied with all local codes, standards, and regulations, drawings, plans, and specifications as submitted in the Successful Offeror's proposal.
- Inspection Disputes: Disputes between inspectors and/or with the Successful Offeror will be resolved by the Government representative (the Government representative will be the City's agent, under the ground lease, for resolving such disputes that arise on the City Exchange parcel).

3.2.5.3. Construction Schedules: Offerors shall be responsible for establishing, coordinating, updating, and implementing construction schedules. The Government will pay for one forced move per family. The Successful Offeror shall pay for additional forced moves.

3.3. FACILITY DESIGN AND CONSTRUCTION:

3.3.1. BASIC REQUIREMENTS:

- Low-maintenance, durable, aesthetically pleasing construction materials
- Quality, functional, aesthetically pleasing designs as described below in paragraph 3.3.4.
- Within two years of award construct 370 new housing units as described below:
 - Sound Transmission Class (STC) rating of 50 between living units
 - New energy efficient appliances (refrigerator, dishwasher, stove, vent hood, garbage disposal) and equipment (central heating and air conditioning system, water heater)
 - No stacked units
 - Ground level entrances
 - Permanent foundations
 - Maximum spacing for 2'x4' stud walls 16 inches on center
 - 12-inch minimum roof overhang
 - 4/12 minimum roof pitch
 - First floor finish level minimum 12 inches above adjacent exterior grade level
 - Central heating and air conditioning
 - Dual power (gas/electric) washer and dryer connections
 - Pre-wired cable television connections in living room and master bedroom and telephone connections in living room, master bedroom, and kitchen of each unit
 - Dead bolts on all entry doors

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- Window treatments on all windows (such as mini-blinds)
- Overhead lighting in all rooms and closets, switched at the entry(s)
- Floor Treatments:
 - Carpet in Bedrooms
 - High quality, low maintenance, hard finish flooring in traffic and “living” areas
- Rear Patio/Deck with Privacy Screening
- Each Detached Single Family unit shall have a single car garage and one off-street parking space at each unit.
- Each Townhouse shall have one covered parking space and one off-street parking space at each unit.
- Provide exterior security lighting at front and rear of units.
- Low maintenance, colorful landscaping
- Mail boxes in accordance with United States Postal Service regulations and guidelines
- Gutters, down spouts, and splash blocks for all roof areas
- Unit to have the following permanent designations and square footages calculated IAW ANSI Z765:

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UNIT TYPE	PERMANENT DESIGNATIONS		
	RANK	1998 BASIC ALLOWANCE FOR HOUSING (with dependent rate)	NUMBER OF UNITS
Townhouse	O-1	\$523.72	4
1090 HSF	E-5	\$570.73	116
2 Bedroom	O-2	\$587.80	4
1 Bath	E-6	\$622.11	33
	O-3	\$660.60	<u>13</u>
			170
Townhouse	O-1	523.72	2
1380 HSF	E-5	570.73	12
3 Bedroom/2 Bath	O-2	587.80	2
	E-6	622.11	<u>6</u>
			22
Townhouse	O-3	660.60	8
1550 HSF	E-8	718.90	1
3 Bedroom/2 Bath	E-7	679.75	<u>3</u>
			12
Detached Single Family	O-4	798.30	8
1610 HSF	O-5	934.72	<u>4</u>
3 Bedroom/2 Bath			12
Detached Single Family	O-1	523.72	1
1550 HSF	E-6	622.11	23
4 Bedroom/2 Bath	E-5	570.73	<u>44</u>
			68
Detached Single Family	O-3	660.60	4
1680 HSF	E-8/E-9	718.90	9
4 Bedroom/2 Bath	E-7	679.75	<u>50</u>
			63
Detached Single Family	O-4	798.30	13
1780 HSF			
4 Bedroom/2 Bath			
Detached Single Family	O-5	934.72	10
1955 HSF			
4 Bedroom/2 Bath			

- Within eight years of award renovate 300 Hillside housing units as described below:
 - Modernize and improve function of kitchens and baths to standards of new units.
 - Replace windows and exterior doors and frames.

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- Deadbolts on all entry doors
 - Reinsulate and weather seal
 - Window treatments on all windows (such as mini-blinds)
 - Unit to have the following permanent designations:

UNIT TYPE	PERMANENT DESIGNATIONS		
	RANK	1998 BASIC ALLOWANCE FOR HOUSING (with dependents)	NUMBER OF UNITS
R Detached Single Family 3 Bedrooms/2 Baths	O-4 O-5	798.30 934.72	14 <u>6</u> 20
S Duplex 3 Bedroom/2 Baths	E-7 E-8/E-9	679.75 718.90	68 <u>24</u> 92
T Detached Single Family 3 Bedrooms/2 Baths	E-7 E-8	679.75 718.90	13 <u>3</u> 16
X & Y Duplexes 2 Bedrooms/1.5 Baths	E-5 E-6	570.73 622.11	39 <u>11</u> 50
U Detached Single Family 4 Bedrooms/ 1.75 Baths	O-6	939.60	12
V & W Duplexes 3 Bedrooms/2 Baths	E-5 E-6	570.73 622.11	73 <u>37</u> 110

3.3.2. DESIRES:

New Units:

- Exceed code, standards, and regulations
- Construct more three and four bedroom units instead of two bedroom units
- Well designed brick veneer (whole house preferred)
- Large, quick recovery water heater
- Walk-in clothes closets
- Easily accessible floored attic area
- Construct five bedroom units
- Two-car covered parking and garages
- Duplex/single-family dwellings in lieu of townhouses
- Provide a fenced rear yard area for each unit
- Ceiling fans
- Covered front porches/patios

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- Construct up to 90 additional units with the following permanent designations and square footages calculated IAW ANSI Z765:

UNIT BASIC REQUIREMENTS	PERMANENT DESIGNATIONS		
	RANK	BASIC ALLOWANCE FOR HOUSING (with dependents)	NUMBER OF UNITS
90 Townhouses	0-1	523.72	3
1090 HSF	E-5	570.73	56
2 Bedroom	0-2	587.80	3
1 Bath	E-6	622.11	16
	0-3	660.60	12

- Quality wall treatments
- Energy efficient designs that minimize energy and water consumption
- Refrigerators - 21 cubic feet, frost free
- Dishwashers - built-in units with water saver cycles and energy-saving setting
- Stoves - Ovens which include an automatic timer, a view window in the door, self-cleaning
- Vent Hood - Vent hoods which match the color and texture and size of the range and are vented to the outside
- Noise attenuation materials
- One telephone and cable television jack per room

Hillside Units:

- Replace Hillside units within 8 years of award instead of renovating.
- Update interior finishes
- Replace interior doors and frames
- Improve function of floor plans
- Enclose the existing carports to provide garages
- Improve aesthetics of exterior elevations

3.3.3. ENERGY EFFICIENCY. Energy efficient designs should minimize energy consumption during heating and cooling seasons and conserve water. This includes, but is not limited to, optimizing glass locations and areas, insulation levels in all rooms, attention to construction details, exterior fenestration materials, and the use of passive solar energy systems wherever possible.

3.3.4. DESIGN

3.3.4.1. INTERIOR DESIGN: The unit design shall emphasize low maintenance construction materials, reduced energy consumption, water resource conservation and life-cycle economics. Units shall have inviting entrances, logical, orderly arrangement of functions, circulation and open spaces. Interior design shall consider functional arrangement, circulation, indoor/outdoor integration and interior appearance.

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- **Noise Attenuation:** Standard details and good design practice shall be applied to control noise transmission between living spaces within each unit.
 - **Kitchen Design:** Kitchens shall have a modern, well organized plan with quality fixtures and finishes.
 - **Bathroom Requirements:** The layout of the bathrooms shall follow modern planning techniques and utilize quality fixtures.
 - **Interior Storage:** Due to the mobility requirement of AF families good storage space is an essential element of their housing needs. Interior storage shall include conveniently located and adequately sized coat, linen, bulk storage and clothes closets.

3.3.4.2. EXTERIOR DESIGN: Overall design shall provide a pleasing and interesting appearance comparable to other residential developments currently being built and marketed in the area. The facades shall be inviting with modulated facades and roof lines to provide interest. Exterior materials including windows and doors shall be low maintenance and have a richness of texture and detailing. Materials and colors should be varied to break up facades on larger structures and prevent excessive uniformity among the smaller units.

3.4. REAL ESTATE MANAGEMENT: Critical to the long-term viability of the development is the ability to manage the proposed development. The organization shall have inspection programs to evaluate life and safety issues, preventative maintenance, energy concerns, and cost controls.

3.4.1. BASIC REQUIREMENTS:

- Establish and maintain Priority Placement Plan as defined below in paragraph 3.4.4.
- On-site property management office
- Professionally staffed property management office with professionally trained management and maintenance staff who can interface with military members and their families
- Property manager certified by a professional real estate management association
- Mandatory electronic rent allotments not a condition of occupancy
- Operations and Maintenance Plan that addresses maintenance as defined below in paragraph 3.4.5. for the housing units and other facilities (including all common grounds, non-occupied units and support facilities) in the housing development
- Replacement schedule for periodic maintenance and component replacement shall be based on the life expectancy of home products as designated by the National Association of HomeBuilders or as recommended by the product manufacturer.
- Tenant leases/eviction/dispute resolution procedures shall define the occupant/landlord relationship and responsibilities and shall be in accordance with federal and state law.

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- Allow military families to provide in home child care, provided they obtain applicable permits
 - Allow military tenants to keep domesticated pets on premises.
 - Allow military tenants to install yard fences at their expense.
 - Provide pest control services at no additional charge upon request of the occupant in accordance with acceptable state of Georgia practices. Pests include but are not limited to insects, vermin (rats and squirrels), termites, roaches, etc.
 - Curbside refuse collection service for single family dwellings
 - Centralized refuse pickup for townhouses and common areas
 - Provide all utilities and refuse collection for common areas.
 - Provide water, sewage, and refuse services for all dwelling units.
 - Grandfathering of current occupants for pets/pet deposits for a period of 2 years
 - Grandfathering of current occupants for 2 years from paying out-of-pocket for residing in a unit permanently designated for a higher rank

3.4.2. DESIRES:

- Maintenance staff reside within the proposed development (however, they may not reside in the 670 replaced/renovated units) to provide the optimal support for tenants
- Hold the units vacant longer than the time lines specified in the Priority Placement Plan for active duty military families.
- No domesticated pet size limit
- No pet fee
- Additional certified management staff, in addition to the certified property manager
- Recycling collection
- Curbside refuse collection for townhouse units.

3.4.3. HOUSING REFERRAL PLAN: While the government will not guarantee occupancy of the units, the privatized housing development will be included as a referral listing with the Robins AFB Housing Referral Service (HRS), as long as the units are in compliance with the Lease or Use Agreement as applicable. All military personnel assigned to the local area are required to process through the Robins AFB HRS upon arrival and prior to signing a lease for community housing in order to ensure the member is apprised of all approved housing choices available to him/her to include base military family housing as well as community housing. Freedom of choice (except where restrictive sanctions apply) will be preserved. Military occupants of privatized housing will continue to be allowed to apply for military family housing, but must comply with all clauses of the privatized housing lease pertaining to termination of the lease.

3.4.4. PRIORITY PLACEMENT PLAN: Priority placement plan for privatized housing.

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3.4.4.1. First priority shall be given to accompanied active duty military with rank equivalent to the vacant unit's permanent designation.

3.4.4.2. If the Successful Offeror is unable to fill a unit within 15 days of vacancy or 45 days after notification to vacate (whichever is later) with an accompanied active duty military with rank equivalent to the unit's permanent designation, the unit shall be offered to other accompanied active duty military.

3.4.4.3. If the unit is vacant for 30 days or 60 days after notification to vacate (whichever is later), the unit shall be offered to unaccompanied active duty military.

3.4.4.4. If there are no unaccompanied military, the units can then be offered to others at market rent in the following priority:

- DoD civil service employees.
- Retired military.
- Other civilians.

3.4.4.5. All civilians and retired military leases will be for market rent and for a term of one year or less. At the end of the lease, accompanied and unaccompanied active duty military re-acquire priority placement rights (as described above) to these units.

3.4.5. OPERATIONS AND MAINTENANCE PLAN: Offeror shall establish operations and maintenance plan for the housing units and other facilities (including all common grounds, non-occupied units and support facilities) in the housing development. The Successful Offeror shall be responsible for maintenance and repair of all utility systems from the time of lease signing and throughout the project term unless a system becomes the property of a public utility provider. Offeror shall provide maintenance as defined below:

3.4.5.1. Routine Maintenance: Consists of work requirements not needing immediate attention. Examples are, but are not limited to, leaking faucets, torn window screens, doors needing adjustments, holes in walls, tile repair, other minor structural deficiencies, and pest control. Maximum response time 5 working days.

3.4.5.2. Emergency Maintenance: Consists of correcting failures or deficiencies, which constitute an immediate hazard to occupants, or threaten to cause property damage. Examples include, but are not limited to, breaks in water, sewer or gas lines, gas leaks, equipment and appliance failures, utility outages, doors and windows which cannot be secured, and similar occurrences which jeopardize the life, health, and safety of tenants. Available 7 days a week, 24 hours per day. Maximum response time 2 hours.

3.4.5.3. Change of Occupancy Maintenance: Consists of preparing and/or renewing a housing unit for occupancy after termination of the previous occupant's lease. Offeror shall repair any damaged, inferior or incompatible

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components to provide a unit that has all components in good working order, is aesthetically pleasing and clean.

3.4.5.4. Periodic Maintenance and Replacement: The Successful Offeror shall be responsible to implement a plan for periodic maintenance and replacement of housing unit components to ensure that the units remain attractive, structurally sound, well maintained, and in general are renovated as required during the term of the Business Arrangements. Replacement schedule for periodic maintenance and component replacement shall be based on the life expectancy of home products as designated by the National Association of Home Builders or as recommended by the product manufacturer.

3.4.5.5. Landscaping Grounds Maintenance Plan: The Successful Offeror shall maintain landscaping as intended in the original design for all common areas.

3.4.6. FIRE RESPONSE SERVICES: To be provided for West Robins by Robins AFB prior to conveyance. After conveyance of West Robins, services will be provided by the City of Warner Robins. The City of Warner Robins will provide fire response services for the 85.54 acre City Exchange parcel.

3.4.7. LAW ENFORCEMENT: Prior to the conveyance to the Successful Offeror, Robins AFB will provide law enforcement to the West Robins property and the City of Warner Robins will provide law enforcement to the existing city 85.54 acre parcel. After conveyance the City of Warner Robins will provide law enforcement to both areas.

3.5. SECURITY: Security is the most important issue to military families living in West Robins.

3.5.1. BASIC REQUIREMENTS:

- Develop and implement a security plan that addresses the following crime prevention elements and meets the security plan objectives stated below.
 - Environmental design
 - Traffic design
 - Lighting
 - Landscaping design
- Develop the real estate that is in excess of technical basic requirements (opportunity sites) so that it indirectly improves the security of the military families.
- Remove fence after the successful stabilization of the surrounding area (as defined in para. 3.5.4.) is complete.

3.5.2. SECURITY PLAN DESIRES:

- Replace chain link fence with a secure, durable, low maintenance, aesthetically pleasing, gated community.

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- Develop adjacent off-base properties to indirectly improve the security of the military families.
 - Private security patrols after conveyance
 - Home security systems in housing units
 - Sponsorship and facilitation of neighborhood watch programs

3.5.3. SECURITY PLAN OBJECTIVES:

3.5.3.1. To increase public safety and reduce fear of crime.

3.5.3.2. To help the people who use the space and facilities to develop a sense of ownership.

3.5.3.3. To promote a greater sense of territoriality among users and a greater perception of risk in potential offenders.

3.5.3.4. To minimize visual obstacles, eliminate places of concealment for potential assailants, offer the most protection against crime, and discourage undesirable traffic.

3.5.4. PERIMETER FENCE: The Robins AFB law enforcement personnel will continue to man the gates and patrol the property until conveyance to the Successful Offeror. The fencing shall be retained until concentrated city enforcement efforts are in place and successful stabilization of the surrounding residential and commercial areas is complete. The community will be considered successfully stabilized when the Successful Offeror can provide documents showing that the property values, crime rates, or other hard statistics in the surrounding community have come in line with those of other typical Warner Robins neighborhoods. The ALC commander shall approve the developer's request to remove the gates and fencing.

3.6. BUSINESS ARRANGEMENTS:

3.6.1. HOUSING PRIVATIZATION LEGISLATIVE AUTHORITIES: The National Defense Authorization Act for Fiscal Year 1996, Public Law 104-106, Title XXVIII, Subtitle A-Military Housing Privatization Initiative (codified at 10 United States Code, Sections 2871-2885) provides a wide range of private sector alternatives to MILCON for revitalizing and constructing family housing for military personnel. The following authorities can be used under this solicitation to develop an effective approach for a housing project: Section 2873 (direct loans and loan guarantees), Section 2878 (conveyance of existing property and facilities), Section 2880 (unit size and type), Section 2881 (ancillary supporting facilities), and Section 2883 (Department of Defense housing funds).

3.6.2. APPLICABLE CLAUSES AND WAGE RATES: Offerors are required to incorporate the clauses listed in the appendices in their proposals. The Successful Offeror's proposal shall be incorporated into the Business Arrangements between the

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Successful Offeror and the Government, and these clauses will thereby become contractually binding on the Successful Offeror.

3.6.3.LAND TRANSFERS:

3.6.3.1. Transfer of Leasehold Interest Under Ground Leases. Following selection of the Successful Offeror and the finalization of the required legal documents and any outstanding administrative items, the Government will lease the West Robins land and convey title to the West Robins improvements to the Successful Offeror under the Air Force Ground Lease. The Air Force Ground Lease will exclude the Linwood School and the convenience store, but will include an approximately 68 acre parcel of the West Robins site (see appendices for approximate location) which the Successful Offeror will be required to transfer to the City of Warner Robins (the “West Robins Exchange Parcel”) in exchange for the transfer to the Successful Offeror of an approximately 85.54 acre site adjacent to West Robins which is presently owned by the City of Warner Robins (the “City Exchange Parcel”). The City of Warner Robins has agreed that on or about the same time as the execution of the Air Force Ground Lease, the City of Warner Robins and the Successful Offeror will enter into a ground lease (the “City Ground Lease”) with respect to the City Exchange Parcel.

3.6.3.2. Transfer of Fee Simple Title Under Contracts of Sale. Concurrently with the execution of the Air Force Ground Lease, the Government and the Successful Offeror will enter into a Contract of Sale (the “Air Force Contract of Sale”) with respect to the West Robins site which sets forth the terms and conditions under which the Government will convey fee simple title to the West Robins land to the Successful Offeror. The City of Warner Robins has agreed that on or about the same time as the execution of the Air Force Contract of Sale, the City of Warner Robins and the Successful Offeror will enter into a contract of sale or land swap agreement (the “City Contract of Sale”) under which the Successful Offeror will agree to convey fee simple title to the West Robins Exchange Parcel to the City in exchange for the conveyance to the Successful Offeror by the City of fee simple title to the City Exchange Parcel. The Successful Offeror will be obligated upon its receipt of title to the West Robins Exchange Parcel to immediately convey fee title to the same to the City in exchange for the City Exchange Parcel. Title to the West Robins Exchange Parcel will not be conveyed to the Successful Offeror unless and until the Government receives satisfactory evidence that all conditions established by the City for the conveyance of the City Exchange Parcel have been satisfied (see City Resolution located in the appendices for conditions to be satisfied with respect to the City Exchange Parcel). It is contemplated that the transfer of title of the West Robins Exchange Parcel and the City Exchange Parcel will occur virtually simultaneously pursuant to an escrow arrangement. The transfer of the West Robins Exchange Parcel and the City Exchange Parcel may occur at or before the conveyance by the Government to the Successful Offeror of the remainder of West Robins depending upon when the Successful Offeror has satisfied the conditions necessary for the conveyance of each parcel.

3.6.4. LEGAL INSTRUMENTS: The Government foresees the potential requirement for the execution of a number of legal instruments and other documents, including but not

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limited to, the following (sample forms of these documents are provided in the appendices, except where noted with an *):

- Real Property Transaction
 - West Robins Documents: Contract of Sale, Ground Lease, Use Agreement and Quitclaim Deed
 - City Exchange Parcel Documents*: Contract of Sale, Ground Lease, Use Agreement and Quitclaim Deed
 - Lockbox Agreement. A Lockbox Agreement is required to be in place throughout the full term of the Project. The form of the Lockbox Agreement is not being specified by the Government, but the Government has specified the priority application of project funds (see appendices)
- Construction Loan Transaction
 - Loan Documents required by the Construction Lender*
 - Forward Commitment, if Government Direct Loan is requested by the Successful Offeror
- Government Direct Loan Transaction, if requested by Successful Offeror
 - Forward Commitment
 - Intercreditor Agreement
 - Note for Government Direct Loan
 - Security Instrument (Deed to Secure Debt) for Government Direct Loan
 - Additional Direct Loan Documents* (forms shall be provided to Successful Offeror prior to closing)
- Government Loan Guarantee Transaction, if requested by Successful Offeror
 - Note for Guaranteed Loan
 - Security Instrument (Deed to Secure Debt) for Guaranteed Loan
 - Guaranty Agreement
 - Additional Guaranteed Loan Documents required by Guaranteed Lender* (forms not provided by the Government but are subject to review and approval by the Government)

3.6.4.1. Timing for the Execution of the Legal Instruments:

- The Government will not enter into the Air Force Contract of Sale and Air Force Ground Lease unless and until the Government has been given satisfactory evidence that the Successful Offeror has satisfied all of the conditions necessary for closing on and has established a firm closing date for its construction financing, and that it has entered into a legally binding agreement for permanent financing, including a Guaranteed Loan, if applicable. The Government anticipates that the Air Force Contract of Sale, the Air Force Ground Lease and the Construction Loan Documents (including, if applicable, the Forward Commitment to be provided by the Government and pledged to the construction lender), will be executed at or about the same time. Moreover, the Contract of Sale and the Ground Lease

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with respect to the City Exchange Parcel will likely also be executed at or about the same time.

- The Quitclaim Deeds and the Use Agreements will not be executed until the conditions necessary for the conveyance of the applicable parcels have been satisfied and the actual conveyance of land to the Successful Offeror by the Government and/or the City, as applicable.
- Upon successful completion of construction and/or renovation of the housing units and improvements in accordance with the terms of this Solicitation and the Successful Offeror's proposal, and subject to the satisfaction of the terms and conditions of the Forward Commitment, the Government will, if applicable, fund the Government Direct Loan and make available the Government Limited Loan Guaranty. In connection with the closing of such two loans, the Government and the Guaranteed Lender will enter into the Guaranty Agreement and the Successful Offeror will execute the Government Direct Loan and the Government Loan Guarantee Documents. If the Successful Offeror does not require the use of the Government Direct Loan or Government Guaranteed Loan, the Successful Offeror would be closing with its private non-guaranteed permanent financing.

3.6.4.2. Contract of Sale. The Air Force Contract of Sale will evidence the terms and conditions on which the Government has agreed to convey fee title to West Robins. A form of the Air Force Contract of Sale is included in the appendices; however, set forth below is a brief description of some of the key provisions which are included in the Air Force Contract of Sale.

3.6.4.2.1. Condition of Property. The property shall be conveyed by the Government in "AS IS" "WHERE IS" condition and subject to certain provisions related to environmental condition, existing restrictions, easements, and the Air Force Use Agreement.

3.6.4.2.2. Quality of Title and Form of Deed. The property will be conveyed by the Government to the Successful Offeror by a Quitclaim Deed, subject to all existing restrictions and easements, the Government's reservation of an easement with respect to the repeater tower, and the Air Force Use Agreement. A form of Quitclaim Deed is included in the appendices.

3.6.4.2.3. Conditions Precedent to Conveyance. The Air Force Contract of Sale will provide that the Government shall only be obligated to convey West Robins to the Successful Offeror upon satisfaction of the following conditions:

- With respect to the West Robins Exchange Parcel, satisfaction of the conditions imposed by the City of Warner Robins which must be satisfied in order for the Successful Offeror to receive the City Exchange Parcel.
- Completion by the Successful Offeror of construction of the 370 replacement units, construction of any additional units, and issuance by the Government and/or the City of Warner Robins of a "certificate of

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occupancy” with respect to all new construction;

- Satisfaction by the Successful Offeror of any other applicable provisions of the Ground Lease, this Solicitation and its proposal, including without limitation, the receipt of PUDD zoning approval from the City of Warner Robins for the 370 Replacement units;
- Documentation to the Government that the Successful Offeror is in compliance with the terms of the construction financing obtained by the Successful Offeror and the provision of evidence reasonably acceptable to the Government that it has sufficient financing (debt and equity) to complete those portions of the Project, if any, which would remain to be completed after the deed conveyance of the property by the Government;
- Current compliance by the Successful Offeror with the Ground Lease, the Contract of Sale, and any other agreements between the Successful Offeror and the Government; and Compliance by the Government with the requirements of 42 U.S.C. 9620 and other legal and policy requirements.

3.6.4.3. Ground Leases. The Government will make West Robins available to the Successful Offeror pending the deed conveyance of West Robins under the Air Force Ground Lease. A form of the Air Force Ground Lease is included in the appendices. The City of Warner Robins will make the City Exchange Parcel available to the Successful Offeror under the City Ground Lease. The Government anticipates that a form of the City Ground Lease will be made available to offerors on or about Phase II of the solicitation process.

3.6.4.4. Use Agreements. Prior to conveyance, West Robins and the City Exchange Parcel will be subjected to “Use Agreements” to be recorded in the land records of Houston County. A form of the Air Force Use Agreement is included in the appendices; however, set forth below is a brief description of some of the material terms of the Air Force Use Agreement. The Government anticipates that a form of the City Use Agreement will be made available to offerors on or about Phase II of the solicitation process.

3.6.4.4.1. Term of Use Agreements. The term of the Use Agreements shall be 30 years.

3.6.4.4.2. Purpose and Priority of Use Agreements. The Use Agreements shall be the primary controlling document that evidences the obligations of the Successful Offeror with respect to the operation of the Project after the deed conveyance of West Robins and the City Exchange Parcel. The Successful Offeror's interest in the Project will be subject to the terms and conditions and operation of the Use Agreements. The Use Agreements shall have priority with respect to any financing that is provided in connection with the Project, including construction financing to the extent it has not been fully satisfied prior to the recordation of the Use Agreements, the Government Direct Loan or the

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Government Limited Guaranteed Loan, or other permanent financing, as applicable. In the event of any conflict between the terms of the Use Agreements and the terms of the construction loan documents, Government Direct Loan Documents, the Limited Guaranteed Loan Documents or any other agreements between the Government and/or the City of Warner Robins and the Successful Offeror in effect after the deed of conveyance of the real property, the Use Agreements shall control.

3.6.4.4.3. Remedies For Breach of Use Agreements. In the event of a default under either of the Use Agreements which remains uncured beyond the applicable notice and cure period, if any, the Government shall have the right at its option and without compensation therefor (subject to the right of any approved lender to cure such default under the terms of the Use Agreements), to terminate the Use Agreements and the Successful Offeror's ownership and management of the Project, and exercise any other remedy available to the Government at law or equity. Specifically, and without limitation, it is the intention of the Government (to the maximum extent permitted by law) to retain a right of reversion and/or re-entry under the Use Agreement with respect to the West Robins site, to obtain the right to purchase West Robins and the former City Exchange Parcel for nominal cash consideration and to have the right to seek injunctive and other equitable remedies for violations of the Use Agreements, including specific performance.

3.6.4.5. Forward Commitment: The Government shall enter into a Forward Commitment with the Successful Offeror which sets forth the specific terms and conditions under which the Government has agreed to provide the Limited Loan Guarantee and Direct Government Loan. The Forward Commitment may be assigned or pledged by the Successful Offeror to a Guaranteed Lender (or the provider of the construction loan if different from the Guaranteed Lender). A form of the Forward Commitment is provided in the appendices.

3.6.4.6. Government Limited Loan Guarantee: The Government is prepared to provide a limited loan guaranty to an approved private lender (the "Guaranteed Lender") who makes a permanent loan (the "Guaranteed Loan") to the Successful Offeror in connection with the Project. A form of the Guaranty Agreement is included in the appendices; however, set forth below is a brief description of some of the material terms of the limited loan guarantee.

3.6.4.6.1. Scope of Guarantee and Conditions Precedent to Making a Guaranty Payment. The Government will agree to guarantee payment of the Guaranteed Loan (i.e., to purchase the Guaranteed Loan from the Guaranteed Lender) ONLY in the event there is an uncured mortgage payment default under the Guaranteed Loan which the Government has determined, based on evidence provided by the Guaranteed Lender and/or the Successful Offeror, to be the direct result of a base closure, downsizing/realignment or deployment (as these terms are defined in the Guaranty Agreement) which affects Robins AFB.

3.6.4.6.2. Maximum Amount of the Guaranty Payment. The Guaranty

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Payment made by the Government to the Guaranteed Lender will not exceed the outstanding principal balance of the Guaranteed Loan. The Guaranty Payment by the Government under the Loan Guaranty will not include post-default interest, late fees, prepayment penalties or premiums, or other amounts due under the Guaranteed Loan or cover advances made by the Guaranteed Lender for items such as taxes, insurance premiums, or other items.

3.6.4.6.3. Material Terms of the Guaranteed Loan.

- The original principal balance of the Guaranteed Loan cannot exceed 80% of the value of the Project as determined by the Government, and the Government has determined that the "value of the Project" will be equal to the total approved development cost of the project as set forth in the successful offer's proposal.
- The Guaranteed Loan must be a permanent loan (the Government will not guarantee construction loans), which is fully amortizing with a fixed level annuity payment, which bears interest at a fixed rate and whose term cannot exceed 30 years (360 months). There shall be no deferral of principal or interest payments. If a variable rate of interest is proposed, a type of interest rate hedge instrument must be in place that does not expose the government to undue risk.
- The Government must approve all other material terms of the Guaranteed Loan.

3.6.4.6.4. Guaranteed Loan Documents. The Guaranteed Lender shall be required (at its option) to use the then most current version of either the Fannie Mae or Freddie Mac form of note and security instrument for the State of Georgia in documenting its Guaranteed Loan. No other forms of note and security instrument may be used in connection with a Guaranteed Loan. Included for illustrative purposes in the appendices are copies of what the Government believes to be the Freddie Mac form of note and security instrument for Georgia which are current as of the date of this RFP. Copies of the current form of Fannie Mae documents are not included. In any event, the Government reserves the right to review and approve the note and security instrument, as well as all other loan documents, to be executed in connection with a Guaranteed Loan.

3.6.4.6.5. Termination of the Limited Loan Guaranty. The Limited Loan Guaranty shall terminate and the Government shall have no further obligation to make Guaranty Payments under the following circumstances:

- (1) The payment in full of the Guaranteed Loan.
- (2) Upon the assignment of the Guaranteed Loan to the Government and the payment by the Government of the Guaranty Payment.
- (3) If for any consecutive three-year period during the term of the Guaranteed Loan the Project shall be at least 75% occupied by non-

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military tenants as set forth on the Project's rent roll and there have not been any Mortgage Payment Defaults during such three-year period.

3.6.4.6.6. Lender Eligibility to Participate in Government Loan Guaranty Program. In order to enter into a Loan Guaranty Agreement with the Government and be the beneficiary of a Government Limited Loan Guaranty, a lender must complete the Guaranteed Lender Eligibility Application included in the appendices and be approved by the Government for participation in the guaranteed loan program in accordance with such application.

3.6.4.7. Direct Government Loan: The Government is prepared to provide a direct permanent loan (the "Direct Government Loan") to the Successful Offeror in connection with the Project. A more complete description of the Direct Government Loan is contained in the Forward Commitment included in the appendices; however, set forth below is a brief description of some of the material terms of the Direct Government Loan.

3.6.4.7.1. Material Terms of the Direct Government Loan.

- The Direct Government Loan will be a permanent loan (the Government will not make construction loans). The Government reserves the right to disburse its loan as different phases of the project are completed. However, the Government may choose to make only a single disbursement when all construction is complete. All proposals shall be structured to accommodate this single disbursement. In any event, the Direct Loan proceeds will be disbursed only following the receipt of a "certificate of occupancy" from the Government and/or the City of Warner Robins and as all conditions to disbursement are satisfied, including without limitation, the contribution by the Successful Offeror of its required equity and the receipt of proceeds of any required first mortgage permanent financing, including a Guaranteed Loan, if applicable.
- The maximum principal amount of the Direct Government Loan cannot exceed (i) the total development cost of the Project as approved by the Government minus (ii) the sum of the original principal balance of the Guaranteed Loan or other first mortgage permanent loan, as applicable, the Successful Offeror's required cash equity contribution to the Project and estimated proceeds deposited into the construction escrow account generated from net project cashflow (including opportunity sites) during construction; provided that in no event shall the original principal balance of the Direct Government Loan exceed 50% of debt financing secured by the project.
- The term of the Direct Government Loan shall not be longer than 30 years
- Subject to satisfying the OMB scoring requirements set forth below,

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the interest rate on the Direct Government Loan may be below current market rates of interest as proposed by the Borrower and approved by the Government. The Direct Government Loan will require the making of regularly scheduled payments to be applied toward principal and interest according to a level annuity mortgage payment amortization schedule established by the Government; provided that the Government will consider proposals which defer the commencement of amortization during the early years of the project if the deferral is necessary to fund operations and provide adequate debt service coverage for the permanent first mortgage loan and provided that such deferral of the commencement of amortization does not result in the payment to the Successful Offeror of unreasonable rates of return during such period and upon the satisfaction of such other conditions as may be imposed by the Government. In no event, however, shall interest remain accrued but unpaid. Therefore, negative amortization is prohibited. The Direct Government Loan may be prepaid in whole or in part at anytime without prepayment penalty or premium.

- The Direct Government Loan will be non-recourse, subject to customary exclusions, including but not limited to fraud, misapplication or conversion of funds, and the unauthorized transfer or encumbrance of the Borrower's interests in the Project.
- The offeror's proposed debt service coverage ratio shall not fall below 1.15 for the first mortgage loan and 1.05 for the aggregate of the first mortgage loan and Direct Government loan for the term of the loans.

3.6.4.7.2. Equity Kicker or Shared Appreciation. The Government reserves the right in its negotiations with the Successful Offeror to acquire an interest in the proceeds of sale or refinancing of the Project in consideration of the Government making the Direct Government Loan.

3.6.4.7.3. Collateral For Direct Government Loan; Priority of Lien of Direct Loan. The Direct Government Loan shall be secured by a lien on the Successful Offeror's interest in the Project, and a security interest in the Project's cash flow, leases and rents and shall be subordinate only to approved first mortgage permanent financing, including the Guaranteed Loan, if applicable.

3.6.4.7.4. Documents For Direct Government Loan. The Government will (at its option) use the then most current version of either the Fannie Mae or Freddie Mac form of note and security instrument for the State of Georgia in documenting the Direct Loan. No other form of note or security instrument may be proposed by offerors for use in connection with the Direct Loan. Included for illustrative purposes in the appendices are copies of what the Government believes to be the Freddie Mac form of note and security

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instrument for Georgia which are current as of the date of this RFP. Copies of the current form of Fannie Mae documents are not included. The Government shall prescribe other loan documents for the Direct Government Loan which shall be the types generally required by commercial mortgage lenders and which will be made available to the Successful Offeror prior to closing.

3.6.4.7.5. Borrower's Costs. The Borrower shall pay mortgage recordation costs and fees, document preparation cost, title insurance, attorneys' fees and its own closing costs and charges.

3.6.4.7.6. Borrower Eligibility to Participate in Government Loan Guaranty and Direct Loan Programs. In order to receive a Guaranteed Loan and/or a Direct Loan, the Successful Offeror must complete the Borrower Application included in the appendices and be approved by the Government for participation in the guaranteed and/or direct loan programs in accordance with such application.

3.6.4.8. Intercreditor Agreement: As a condition to providing a Direct Government Loan, the Government will require the execution of an Intercreditor Agreement between the provider of the first mortgage permanent loan, including a Guaranteed Lender, if applicable, and the Government. The Intercreditor Agreement shall among other things, give the Government the right, but not the obligation (subject to Congressional authorization and appropriation, if required), to cure any defaults by the Borrower under the Guaranteed Loan or other permanent first lien financing. A form of Intercreditor Agreement is included in the appendices.

3.6.5. LEGAL JURISDICTION: West Robins AFB is currently under exclusive federal legislative jurisdiction. Jurisdiction will be retroceded to the state no later than deed conveyance of the property.

3.6.6. TAXES: The offeror shall be responsible for the payment of any real estate taxes assessed on the project. In the absence of clear written direction from state and local tax authorities that property taxes are not applicable, or reduced, (Offeror's) proposal shall assume that property taxes will be assessed on the project and include such costs in its financial projections. The (Offeror's) proposal shall also include a plan for use of any savings realized from an exemption from or an abatement of property taxes on the project, or a failure or inability of the local taxing authority to assess property taxes on the project. The offeror's tax savings plan will dedicate any such savings to the retirement of the government's loan.

3.6.7. BANKRUPTCY PROVISIONS:

3.6.7.1. Waiver of Automatic or Supplemental Stay: In the event of the filing of any voluntary or involuntary petition under the U.S. Bankruptcy Code (the "Bankruptcy Code") by or against the Successful Offeror (other than an involuntary petition filed by or joined in by the Government), the Successful Offeror shall not assert, or request any other party to assert, that the automatic stay under Section 362 of the Bankruptcy Code shall operate or be interpreted

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to stay, interdict, condition, reduce or inhibit the ability of the Government to enforce any rights it has by virtue of the agreements entered between the Government and the Successful Offeror or any other rights that the Government has, whether now or hereafter acquired, against any party responsible for the debts or obligations of the Successful Offeror under these Business Arrangements. Furthermore, the Successful Offeror shall not seek a supplemental stay or any other relief, whether injunctive or otherwise, pursuant to Section 105 of the Bankruptcy Code or any other provision therein to stay, interdict, condition, reduce or inhibit the ability of the Government enforce any rights it has by virtue of these Business Arrangements against any party responsible for the debts or obligations of the Successful Offeror under these Business Arrangements. The waivers contained in this paragraph are a material inducement to the Government's willingness to enter into these Business Arrangements and the Successful Offeror acknowledges and agrees that no grounds exist for equitable relief which will bar, delay, or impede the exercise by the Government of the Government's rights and remedies against the Successful Offeror or any party responsible for the debts or obligations of the Successful Offeror under these Business Arrangements.

3.6.7.2. Bankruptcy Acknowledgment: If any or all the Premises or any interest in the Premises becomes the property of any bankruptcy estate or subject to any state or federal insolvency proceeding, then the Government shall immediately become entitled, in addition to all other relief to which the Government may be entitled under these Business Arrangements, to obtain (i) an order from the Bankruptcy Court or other appropriate court granting immediate relief from the automatic stay pursuant to Section 362 of the Bankruptcy Code so to permit the Government to pursue its rights and remedies of the Government at law and in equity under applicable state law, and (ii) an order from the Bankruptcy Court prohibiting the Successful Offeror's use of all "cash collateral" as defined under Section 363 of the Bankruptcy Code. In connection with such Bankruptcy Court orders, the Successful Offeror shall not contend or allege in any pleading or petition filed in any court proceeding that the Government does not have sufficient grounds for relief from the automatic stay. Any bankruptcy petition or other action taken by the Successful Offeror to stay, condition, or inhibit the Government from exercising its remedies are hereby admitted by the Successful Offeror to be in bad faith and the Successful Offeror further admits that the Government will have just cause for relief from the automatic stay in order to take such actions authorized under state law.

3.6.8. DEFAULT: The Government may terminate the Business Arrangements in the event the Successful Offeror violates any of the terms and conditions herein contained or the terms and conditions of any required operations, management or maintenance agreements, and such violation or default continues and persists beyond any applicable notice and cure period. If the Business Arrangements are terminated for default, the Successful Offeror shall vacate the premises and all structures and

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facilities shall be abandoned in place and may, at the Government's option, become the property of the United States Government without compensation. In lieu of termination for violations of the terms and conditions of the Business Arrangements, the Government may, at its option, exercise any other remedy available to the Government at common law or equity, or under the documents which collectively compromise the Business Arrangement.

3.7. FINANCIAL PLAN AND STRUCTURE:

3.7.1.GENERAL: It is the Government's intention to have substantially more housing revitalized through a private-sector financed development than it could through a traditional Military Construction (MILCON) project. It is the responsibility of the offeror to provide the necessary financing and equity; however, it is the Government's intent that the offeror utilizes his equity contribution and third party first mortgage financing before using the Air Force participation in project financing.

3.7.2. USE OF AUTHORITIES: The Air Force has authority to obligate Government financing to support this project. The Government participation may include a direct loan and/or a guarantee of the first loan for base closure, downsizing or long-term deployment. If the offeror elects not to utilize the direct loan or guarantee, its proposal will be evaluated more favorably. The Air Force must pay a subsidy cost to secure the Government financing for this project. The Air Force subsidy costs for a direct loan or loan guarantee are explained in the paragraphs below. The Air Force has \$12 million to pay the subsidy costs for this project. A model has been created and is available on the Robins Web site (<http://contracting.robins.af.mil/houspriv.ssi>), which will allow the offeror to determine the amount of the \$12 million subsidy that can be utilized in the financial structure.

3.7.2.1.Direct Government Loan: The Government may provide a direct loan (not to exceed 50% of debt financing) to takeout a portion of the Successful Offeror's construction loan. The Air Force will provide the necessary forward commitment to ensure the take-out of the construction loan with any proposed permanent second mortgage as required by the Successful Offeror's construction lender. The forward commitment will be conditional only upon the offeror's having completed its obligations under the Business Arrangements. The offeror's proposed debt service coverage ratio shall not fall below 1.15 for the first mortgage loan and 1.05 for the aggregate of the first mortgage loan and Direct Government loan for the term of the loans. A sample form of the forward commitment is included in the appendices.

3.7.2.2. Government Limited Loan Guarantee: The Air Force may provide a partial guarantee of the permanent first loan to the Successful Offeror. The guarantee will be limited to the first loan in the event of either full or partial closure of Robins AFB, the realignment of an organization, or a

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long-term deployment resulting in a substantial reduction in the number of military families assigned to Robins AFB who are eligible to occupy the housing. **It will only be triggered if such actions prevent the Successful Offeror from fulfilling his first mortgage obligations.** Refer to the sample Government Limited Loan Guarantee in the appendices for specific terms and conditions. The Air Force will provide any necessary forward commitment to guarantee the permanent first mortgage loan required by the Successful Offeror's permanent first mortgage lender. The forward commitment will be conditional only upon the offeror's having completed its obligations under the Business Arrangements.

3.7.2.3. OMB Scoring and Approval: The use of Government funds requires the scoring and approval from the Office of Management and Budget (OMB).

3.7.2.3.1. The Air Force's long-term obligation for a direct loan is estimated as the net present value (at the time of disbursement) of the following cash flows: loan disbursements net of repayments of principal, interest, and other payments after adjusting for estimated defaults, prepayments, fees, penalties, and other recoveries.

3.7.2.3.2. The approximate cost to the Air Force for the loan guarantee is 5.87% (subsidy rate) of the first mortgage loan amount. The Government contribution amount can be reasonably calculated by using the "HRSO Quick Score" model on the Robins housing privatization web site at <http://contracting.robins.af.mil/houspriv.ssi>.

3.7.2.3.3. While the Government believes the results of the DoD Quick Score are reasonably accurate (assuming it is properly utilized by offerors), the results of the HRSO Quick Score should be considered as a planning tool only in the preparation of proposals and those results will NOT be binding on the Government for purposes of its evaluation of proposals.

3.7.2.3.4. Federal tax exempt financing is scored 100% by OMB.

3.7.3. RESTRICTIONS ON FINANCING SOURCES: In accordance with 10 U.S.C. 2327, no Business Arrangement may be awarded to a firm or a subsidiary of a firm if the government of a terrorist country has a significant interest in the firm or subsidiary, unless a waiver is granted by the Secretary of Defense.

3.7.4. RISK AND COMMITMENTS:

3.7.4.1. The first mortgage shall be at a fixed rate of interest unless the offeror, to the satisfaction of the Government, mitigates the interest rate risk over the life of the loan by some form of interest rate protection vehicle.

3.7.4.2. Until such time as the offeror "locks rate" with their selected lender, there may be a chance of short-term rate fluctuations. Therefore, the offeror shall mitigate this short-term interest rate risk.

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3.7.4.3. Overall project financing will be evaluated on the basis of the risk to the Government and the offeror's long term financial commitment to the project. The most desired form of financing commitment will be contingent only upon selection of the offeror as the Successful Offeror. Too many conditions or unrealistic requirements will be considered as being more risky to the Government. The reasonableness of the conditions stated will be weighed to determine the Offeror's probability of attaining financing.

3.7.5. CROSS COLLATERALIZATION/CROSS DEFAULT

PROVISIONS: This privatization project is expected to "stand alone". As such, the housing project must be owned by a single asset entity and the offeror is prohibited from cross collateralization and/or cross default of said project with any other assets. This includes the opportunity sites and convenience store, which are expected to be financed on a separate and stand alone basis and which must be owned by the person or entity that is legally separate from the Successful Offeror; provided that the owner of the opportunity sites and/or convenience store may be an affiliate of the Successful Offeror. Moreover, the offeror is prohibited from assigning, pledging, hypothecating or otherwise transferring its interest in the cash flows and/or ownership of the project without prior Government approval.

3.7.6. RENTAL RATES:

3.7.6.1. Rent will include the following for all dwelling units throughout the term of the agreement:

- Water, sewerage, and refuse collection
- Maintenance, repair, and operation

Rent will also include all utilities, refuse collection, water/sewerage, grounds maintenance, repair, and operation of all non-fee common areas, support facilities, improvements, and services throughout the term of the agreement.

3.7.6.2. In accordance with Air Force policy, rent shall equal the Basic Allowance for Housing (with dependents) (BAH) minus 110% of reasonable gas and electric utility charges. Reasonable utilities is defined as estimated average monthly gas and electric utility charges based on an average heating and cooling year. Rent for active duty military will be based on BAH (with dependents) for the unit's designated rank. Exception: Military living in a unit normally renting for less than their BAH will pay their actual BAH minus 110% of reasonable gas and electric utility charges for that unit. The BAH chart for military families stationed at Robins AFB is provided in the appendices.

3.7.6.3. Offeror shall establish for each unit type and designated rank a percentage which is calculated by using BAH minus 110% of reasonable gas and electric utility charges divided by BAH as follows:

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BAH - (110% x Reasonable gas and electric utility charges)

BAH

This percentage shall be applied to BAH in order to determine net rent to be paid to the Successful Offeror on a monthly basis throughout the term of the agreement.

3.7.6.4. Since BAH adjustments are paid 1 February each year, rent shall not be adjusted earlier than 1 February each year.

3.7.6.5. Until utilities metering for the existing housing units is accomplished and operational, the Successful Offeror shall collect the entire BAH as rent and make transitional utility payments to the government for utilities usage. The Successful Offeror will reimburse the government for the actual charges.

3.7.7. SOURCE OF EQUITY:

3.7.7.1. As part of the offeror's response, the amount, type, source, and timing of equity shall be defined. The Government desires an equity contribution in the amount of 3% to 6% of total project costs, net of any related party fee revenue. The desired equity contribution by the offeror shall be a direct cash contribution at the time of Business Arrangements award. Other sources of equity, not included in the 3-6%, may include direct infusions by the offeror at later dates, equity from project cashflow during development, interest on unutilized loan proceeds, earned but unfunded developer fees, and other sources that the offeror may propose.

3.7.7.2. In all cases, the offeror shall commit his initial equity prior to any commitment of Government funds.

3.7.8. EQUITY DISTRIBUTIONS AND PREFERRED RETURNS: The Government will evaluate the offeror's long-term commitment to the project. As such, the Government desires that the offeror's source of repayment of equity and amount of return on equity is from the net cashflow available after reserves and debt service. See description of lockbox agreement at section 3.7.15.

3.7.9. RELATED PARTY FEES:

3.7.9.1. The Government will evaluate developer construction management, asset management, and other fees that are accrued and/or paid during the construction phase of this project.

3.7.9.2. The offeror shall limit the amount of the fees budgeted to be accrued or paid to related parties.

3.7.10. REAL ESTATE IN EXCESS OF TECHNICAL BASIC REQUIREMENTS (Opportunity Sites) AND CONVENIENCE STORE:

3.7.10.1. General: The Government will convey real estate in excess of technical basic requirements. The offeror shall demonstrate how this excess

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real estate shall provide direct economic benefits to the housing project and/or incorporate attributes deemed by the Government to be beneficial to the military families and/or reduces the principal balance of the direct government loan.

3.7.10.1.1. The Government will not provide any funding to support the development/redevelopment of this real estate.

3.7.10.2. Opportunity Sites: Offeror shall identify opportunity sites separately from the housing areas in their proposed development of the entire tract. The current interpretation of MHPI authorities does not allow the Government to convey the opportunity sites to the offeror for immediate disposition. As a minimum, the offeror shall make the improvements to the opportunity sites prior to disposition. These improvements include demolition of any existing facilities, capping of existing utilities, grading and clearing, and improved road access. For disposition after these improvements, offeror shall show what percentage of the proceeds are forwarded toward the housing project.

3.7.10.3. Convenience Store: The convenience store property will be part of the property conveyed to the developer. However, it will not be part of the property leased to the developer pending conveyance. During this period, the Army and Air Force Exchange Service (AAFES) will continue to operate the convenience store. After conveyance, the Successful Offeror shall either lease the convenience store to AAFES for a mutually acceptable fee or compensate AAFES for the undepreciated value of the convenience store facilities. The undepreciated value of the convenience store facilities is contingent upon the actual date property conveyance occurs. At the present projected conveyance date of 20 Jan 01, actual undepreciated value will be \$66,047.00.

3.7.10.4. A basic requirement of the conveyance and development of the excess real estate is that the offeror shall separately finance said sites without cross default and/or cross collateralization with respect to the housing and other related improvements. Additionally, the offeror shall not be allowed to pledge, hypothecate, or otherwise assign its interest in the cashflow relating to the housing for purposes of securing financing for the opportunity sites and/or the convenience store.

3.7.10.5. Offerors shall demonstrate the economic benefits to the Government and the related housing community versus the risk associated with the development of the parcels.

3.7.10.6. Desired improvements include development of income properties to offset project costs. The offeror may designate some percentage of all net cash flow after operating expenses, debt service, and reserve toward the housing project.

3.7.11. EXIT STRATEGY (END OF BUSINESS ARRANGEMENTS): DoD policy is to first rely on the private sector to provide housing for its military and

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only provide housing when the private sector cannot meet their needs. In complying with this policy, Robins has developed the following objective for Business Arrangements termination: To open the privatized housing to the local community with neutral or positive impact on the then current military occupant, the local housing market, the then future military families, and Robins AFB.

3.7.12. RESERVE ACCOUNTS: Offerors shall establish the following accounts (not to be duplicated if required by third party lender) to benefit the military families and the Air Force.

3.7.12.1. Capital Repair And Replacement Of Facilities: The sole purpose of the Capital Repair/Replacement Escrow Account, including all interest thereon, shall be to fund capital repair and replacements to the project.

3.7.12.1.1. The Successful Offeror shall establish and maintain, throughout the term of the Business Arrangements, a dual signature escrow account with the Successful Offeror and the Government as co-signatories and known as the Capital Repair/Replacement Escrow Account.

3.7.12.1.2. The Capital Repair/Replacement Escrow Account shall be maintained with a federally insured financial institution in an interest-bearing account. Deposits into the Capital Repair/Replacement Escrow Account shall be made monthly on the first of each month. The adequacy of the Capital Repair/Replacement Escrow Account shall be analyzed annually by the Government representative. The Successful Offeror shall, at all times, maintain the account with a sufficient balance to pay for all capital repair and replacement costs detailed in the offeror's Repair and Replacement Plan. The amount of the monthly deposit to the Capital Repair/Replacement escrow account may be decreased without amending the project documents based upon the Government's review.

3.7.12.1.3. Disbursements from the Capital Repair/Replacement Escrow Account may be made only after receiving the written consent of the Government Representative, or at the Government's discretion, the written consent of a lender that is providing financing to the project. Funds shall be advanced from the Capital Repair/Replacement Escrow Account in accordance with customary commercial lending practices, e.g., disbursements shall be no more frequent than once in each calendar month, based on the actual invoices of Successful Offerors, sub-contractors for Successful Offerors, and suppliers for materials and equipment or services actually provided.

3.7.12.2. Construction/Renovation of Facilities: The purpose of the Construction Escrow Account is to ensure that the net cashflow (cashflow after operating expenses, debt service, taxes, and reserves from the existing

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rental units) is utilized to off set demolition, construction, and renovation costs.

3.7.12.2.1. The Successful Offeror shall maintain the account until the satisfactory completion and issuance of a certification of occupancy of all new housing units, the renovation/replacement of the 300 Hillside housing units, and all other improvements of this project in accordance with approved plans. The account, separate from all other accounts maintained by the Successful Offeror and known as the "Construction Escrow Account", shall be established by the Successful Offeror on or before the signing of the business arrangement documents. It will be a dual signature account with the Successful Offeror and the Government as co-signatories.

3.7.12.2.2. All net cashflow of the project in excess of the normal and customary operating expenses of the project must be deposited into this account as approved by the Government. The Government desires a minimum deposit of ten percent of the total value of the construction from the Successful Offeror's own capital. The Construction Escrow Account shall be maintained with a federally insured financial institution in an interest-bearing account. The Government representative may waive the requirement for the Construction Escrow Account if the lender requires a similar account.

3.7.12.2.3. Deposits into the Construction Escrow Account shall be made monthly on or before the 15th of the month. The Construction Escrow Account, including all interest thereon, shall be used solely for the purpose of making the required improvements in the residential housing community. Disbursements from the Construction Escrow Account may be made only after receiving the written consent of the Government Representative, or at the Government's discretion, the written consent of a lender that is providing financing to the project. Funds shall be advanced from the Construction Escrow Account in accordance with customary commercial lending practices, e.g., disbursements shall be no more frequently than once in each calendar month, based on the actual invoices of Successful Offeror, sub-contractors for Successful Offerors, and suppliers for materials and equipment or services actually provided. Upon termination of the account, funds in excess of the amount, if any, necessary to fund any other escrow or reserve or cure any uncured default, will be released to the offeror upon fulfillment of his obligation under this account.

3.7.12.3. Impositions: The Successful Offeror shall establish and maintain, throughout the term of the Business Arrangements, a reserve account which is separate from all other accounts maintained by the Successful Offeror and known as the "Impositions Escrow Account" to cover applicable tax payments and insurance premiums. The Successful Offeror shall deposit the estimated

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monthly impositions into the Impositions Escrow Account. The Impositions Escrow Account will be maintained in an interest bearing escrow account with a federally insured financial institution. The Government Representative may request proof of deposits. This condition may be satisfied by an approved escrow account with an approved Mortgagee. Proof shall be provided to the Government Representative to verify the existence of the account.

3.7.12.4. Security Deposit: The Security Deposit Account serves as a “Real Estate Management Bond”.

3.7.12.4.1. The Successful Offeror shall establish and maintain, throughout the term of the Business Arrangements, a Security Deposit Account, which is separate from all other accounts maintained by the Successful Offeror. The Successful Offeror shall deposit \$250,000, in the form of cash or certified funds, upon initiation of the account with a federally insured financial institution in an interest-bearing account or with a commercial investment firm acceptable to the Government. The Security Deposit Account shall serve as a security for the payment and performance by the Successful Offeror of all obligations, covenants, conditions and agreements under these Business Arrangements, excluding demolition, construction, and renovation, and subject to the following terms and conditions:

3.7.12.4.2. The Security Deposit Account shall be established with the Government Representative having sole authority to obtain disbursement of funds authority via check writing privileges.

3.7.12.4.3. If the Successful Offeror fails to perform its obligations under the Business Arrangements, or otherwise commits a default, which is not cured within the applicable cure period specified in the Inter-Creditor Agreement, if any, the Government Representative may use, apply, or retain all or any portion of the Security Deposit Account for the payment of any sum to which the Government may become entitled by reason of the Successful Offeror’s default, or to compensate the Government for any loss or damage which the Government may suffer as a result of such default.

3.7.12.4.4. If the Successful Offeror fails, after receiving notice of noncompliance to accomplish the work in accordance with the Business Arrangements or fails to perform any provision of the Business Arrangements, the Government Representative may, after seven (7) days written notice to the Successful Offeror and without prejudice to any other remedy it may have, make good such deficiencies. In such case as appropriate, the Government will make a unilateral deduction from the Security Deposit Account the cost of correcting such deficiencies. If the amounts in the Security Deposit Account are not sufficient to cover such amount, the Successful Offeror shall pay the difference to the Government on demand.

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3.7.12.4.5. If the Government Representative uses or applies all or any portion of the Security Deposit Account in accordance with the terms of these Business Arrangements, the Successful Offeror shall, within the time specified by the Government Representative, deposit an amount sufficient to restore the Security Deposit Account in full to the balance of the account on the date the money was removed.

3.7.12.4.5.1. If the Successful Offeror performs all of its obligations under these Business Arrangements, and is not then in default under these Business Arrangements, the Security Deposit Account, or so much of the Security Deposit Account as has not been applied by the Government Representative, shall be returned to the Successful Offeror within sixty (60) days after the expiration or termination of the Business Arrangements or the date on which the Successful Offeror has vacated the premises, whichever is later.

3.7.13 REINVESTMENT ACCOUNT: The purpose of the Reinvestment Account is to protect and/or enhance the Government's investment by the offeror's agreement to deposit into this account on an annual basis a percentage of cashflow after operating expenses, required escrows, debt service, taxes, reserves, and preferred returns.

3.7.13.1. The government desires the Successful Offeror establish and maintain a Reinvestment Account throughout the term of the Business Arrangements. It shall be separate from all other accounts maintained by the Successful Offeror.

3.7.13.2. If proposed, the Reinvestment Account shall be utilized for reinvestments in the project in the form of quality of life improvements that will directly benefit military families.

3.7.13.3. If proposed, the offeror shall designate that a certain percentage of all net cashflow after operating expenses, debt service, taxes, reserves, and preferred returns be deposited into the reinvestment account. The Government reserves the right to give additional evaluation credit for larger percentages of cashflow designated for this account.

3.7.14. TENANT SECURITY ACCOUNT: The purpose of the account is to maintain tenants' security deposits separate from all other funds. The Successful Offeror shall establish and maintain the Tenant Security Deposit Account throughout the term of the Business Arrangements in accordance with federal and State of Georgia laws.

3.7.15. LOCKBOX ACCOUNT: The Government will require the execution of a Lockbox Agreement between the Successful Offeror, the construction lender, third party lender, and the Government, which requires that all income from the project be deposited into a lockbox account held by a depository institution acceptable to the Government in an account separate from all other accounts established by the Successful Offeror. The Lockbox Agreement shall, among

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other things, govern the priority of application of project income for items such as normal and reasonable operating expenses, debt service, reserve accounts, and required impounds under construction financing, the Guaranteed Loan and the Direct Government Loan, and the terms and conditions under which the balance remaining after the payment of such items shall be transferred to the Successful Offeror's project operating account.

3.7.16. REVIEW OF BOOKS, RECORDS, ACCOUNTS, AND REPORTS:

3.7.16.1. Future Adjustments to Rental Mix: In the event the military rank and/or pay structure changes during the course of the Business Arrangements, adjustments in permanent designation may be changed through bilateral negotiations.

3.7.16.2. Option to Review Rents: The Government and the Successful Offeror may periodically review the rental structure as established in the initial Business Arrangements agreement and may negotiate a new rental structure if mutually acceptable to both parties.

3.7.16.3. Books and Records: At all times during the term of the Business Arrangements, the Successful Offeror shall maintain at its principal place of business a complete and accurate set of files, books and records of all business activities and operations conducted in connection with performance under the Business Arrangements. The Successful Offeror's records and accounts shall reflect, with respect to each asset subject to the Business Arrangements, all items of income and expense allocable to the management and disposition of such asset, as well as information regarding the status of each such asset including appraisal, title to improvements, marketing and other information as required. At all times during the term of the Business Arrangements, the Government may, at such reasonable times, inspect, audit, and copy any of the Successful Offeror's records, files, reports, and related material pertaining to the assets and to the performance under the Business Arrangements, or the Government may require the Successful Offeror to furnish an audited financial statement.

3.7.16.4. Financial Reports: Within ten (10) days of the end of each quarter, the Successful Offeror shall prepare and deliver to the Government Representative, a quarterly financial report setting forth with respect to the performance of the Business Arrangements: (1) statements of collections, disbursements, and balances of operating and reserve accounts for the preceding quarter; (2) projected cash flow separately stated for the current and upcoming quarter; and (3) projected expenses separately stated for the current and upcoming quarter. In lieu of these financial reports, the Government, at its sole discretion, may accept financial reports that are required by the third party lender.

3.7.16.5. Annual statements will be prepared by an independent certified public accountant or by a licensed public accountant certified or licensed by a

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regulatory authority of a state. Audits will be in accordance with the auditing standards and procedures promulgated by the American Institute of Certified Public Accountants. Financial statements requiring audits and accompanied by remarks such as “prepared from client records without audit” are unacceptable. Audited and reviewed financial statements shall contain appropriate footnotes. The independent licensed or certified public accountant shall include a statement to the effect that the amounts included in the financial report are consistent with those included in the Successful Offeror’s Federal tax returns. If the amounts are not consistent, then a statement showing differences shall be included. An audit of the Successful Offeror’s tax returns is not required.

4.0. SOURCE SELECTION PROCESS

4.1. SUMMARY:

4.1.1. ROBINS AFB SOURCE SELECTION STRATEGY: The strategy for the Robins AFB housing privatization initiative is to utilize a streamlined, non-FAR (not governed by Federal Acquisition Regulations), “best value” solicitation strategy that encourages maximum flexibility in proposal development. The goal of the source selection strategy is to select the proposal that best realizes the Robins AFB housing goal and demonstrates the private party's commitment to a long-term relationship with Robins AFB and the local community.

4.1.1.1. “Best Value” is defined as the proposal offering military families affordable housing with outstanding quality designs, construction, and real estate services, in a secure and well planned community and yielding the highest return on the Air Force’s investment at Robins AFB.

4.1.1.2. The Government will determine the “Best Value” based on an integrated assessment of technical and financial strategy factors, as well as qualifications/past performance and proposal risk.

4.1.2. THE SELECTION METHODOLOGY IS A MULTI-PHASED APPROACH:

4.1.2.1. Phase I: The objective of Phase I is to down-select to those offerors whom the Government considers the best potential business partners with the greatest ability to provide the best value. The Government intends to down select to no more than five fully qualified business partners whose proposals demonstrate the highest probability of success. Evaluations in Phase I will consist of an integrated assessment of financial strategies, technical concepts, qualifications/past performance, and proposal risk.

4.1.2.2. Phase II: The objective of Phase II is to select the business partner offering the best value. Phase II will require offerors determined to be most qualified under Phase I to submit detailed technical proposals and detailed financial strategies for evaluation. Qualifications/past performance risk ratings will be carried over from Phase I. Evaluations will consist of an integrated

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assessment of detailed technical proposals, financial strategies, qualifications/past performance, and proposal risk.

4.1.2.3. Phase III: The objective of Phase III is to conduct final negotiations with the selected offeror to finalize the remaining financial contingencies and complete the administrative details of implementing all agreements for award to the selected offeror. Final negotiations are administrative in nature and will not encompass issues that affect the basis on which the source selection decision was founded.

4.2. SOLICITATION PROVISIONS AND SUBMITTAL REQUIREMENTS:

Offerors are required to comply with the following instructions throughout the solicitation process. Where instructions conflict and no order of precedence is specified, the most stringent requirement applies. Oral explanations or instructions given before the award of the Business Arrangements will not be binding. Any information concerning the solicitation given to any prospective offeror will be furnished promptly to all other prospective offerors. If the information is necessary in submitting offers or if the lack of it would be prejudicial to any other prospective offerors, the information will be furnished as an amendment to the solicitation.

4.2.1. The Government is undertaking this solicitation solely for the purpose of achieving the goals established in the enabling legislation. While the Government intends to enter into a Business Arrangement with the offeror selected through the solicitation process, it is under no obligation to do so, and reserves the right to cancel this solicitation and reject all submissions. The Government reserves the right to suspend or modify all aspects of this solicitation and to waive informalities and minor irregularities in offers received where it is in the best interest of the Government to do so.

4.2.2. By participating in the solicitation process, offerors agree to hold the United States, its officers, employees and consultants, harmless from all claims, liabilities and costs related to all aspects of this solicitation. Under no circumstances shall the Government be liable for any real estate brokerage commissions, finder's fees, or other forms of compensation related in any way to activities undertaken by any person as a result of this solicitation.

4.2.3. AMENDMENTS TO SOLICITATIONS:

4.2.3.1. This solicitation may be amended by formal amendment document, letter, or telegram. If this solicitation is amended, then all terms and conditions, which are not modified, remain unchanged.

4.2.3.2. Offerors shall acknowledge receipt of any amendments to this solicitation by the date and time specified in the amendment(s). Acknowledgment may be made by signing and returning the amendment(s), or sending a letter or telegraphic acknowledgment.

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4.2.4.SUBMISSION OF OFFERS:

4.2.4.1. Offers and modifications thereof shall be submitted in sealed envelopes or packages addressed to the office as specified below and showing the time specified for receipt, the solicitation number and the name and address of the offeror.

4.2.4.2. Telegraphic offers will not be considered; however, offers may be modified by written or telegraphic notice.

4.2.4.3. Facsimile offers, modifications or withdrawals will not be considered.

4.2.4.4. Offers submitted by electronic commerce will not be considered.

4.2.4.5. Proposal Packaging: Proposals shall be delivered in an inner and outer container. The outer container shall be addressed to: Attention: Angela Thompson, WR-ALC/PKOS, 215 Byron Street, Robins AFB GA 31098-1611, along with the offeror's return address. The inner container shall be appropriately sealed, marked and addressed as follows:

FROM: Offeror's Return Address
TO: Attn: Angela Thompson
WEST ROBINS HOUSING PRIVATIZATION
PROJECT
F09650-98-R-0207
WR-ALC/PKOS
215 Byron Street
Robins AFB GA 31098-1611

4.2.4.6. LATE SUBMISSIONS, MODIFICATIONS AND WITHDRAWAL OF PROPOSALS:

4.2.4.6.1. Any proposal received at the office designated in the solicitation after the exact time specified for receipt will not be considered unless it is received before award is made and it:

- Was sent by registered or certified mail not later than the fifth calendar day before the date specified in the solicitation cover letter for receipt of offers (e.g., an offer submitted in response to a solicitation requiring receipt of offers by the 20th of the month must have been mailed by the 15th).
- Was sent by mail and it is determined by the Government that the late receipt was due solely to mishandling by the Government after receipt at the Government installation.
- Was sent by U.S. Postal Service Express Mail Next Day Service-Post Office to Addressee, not later than 5:00 PM at the place of mailing two working days prior to the date specified for receipt of proposals. The term "working days" excludes weekends and U.S. Federal holidays.
- Is the only proposal received.

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4.2.4.6.2. Any modification of a proposal, except a modification resulting from the Government Representative's request for "final proposal revision", is subject to the same conditions as listed in subparagraph 4.2.4.6.1. of this provision.

4.2.4.6.3. A modification resulting from the Government Representative's request for "final proposal revision" received after the time and date specified in the request will not be considered unless received before award and the late receipt is due solely to mishandling by the Government after receipt at the Government installation.

4.2.4.6.4. Proposals may be withdrawn by written notice or telegram (including mailgram) received at any time before award. Proposals may be withdrawn in person by an offeror or an authorized representative, if the representative's identity is made known and the representative signs a receipt for the proposal before award. Proposals may not be withdrawn by facsimile.

4.2.4.6.5. The only acceptable evidence to establish the date of mailing of a late proposal or modification sent either by U.S. Postal Service registered or certified mail is the U.S. or Canadian Postal Service postmark both on the envelope or wrapper and on the original receipt from the U.S. or Canadian Postal Service. Both postmarks must show a legible date or the proposal, or modification, shall be processed as if mailed late. "Postmark" means a printed, stamped, or otherwise placed impression (exclusive of a postage meter machine impression) that is readily identifiable without further action as having been supplied and affixed by employees of the U.S. or Canadian Postal Service on the date of mailing. Therefore, offerors should request the postal clerk to place a legible hand cancellation bull's eye postmark on both the receipt and the envelope or wrapper.

4.2.4.6.6. The only acceptable evidence to establish the time of receipt at the Government installation is the time/date stamp of that installation on the proposal wrapper or other documentary evidence of receipt maintained by the installation.

4.2.4.6.7. The only acceptable evidence to establish the date of mailing of a late offer, modification, or withdrawal sent by Express Mail Next Day Service-Post Office to Addressee is the date entered by the post office receiving clerk on the "Express Mail Next Day Service-Post Office to Addressee" label and the postmark on both the envelope or wrapper and on the original receipt from the U.S. Postal Service. "Postmark" has the same meaning as defined in paragraph 4.2.4.6.5 of this provision, excluding postmarks of the Canadian Postal Service. Therefore, offerors should request the postal clerk to place a legible hand cancellation bull's eye postmark on both the receipt and the envelope or wrapper.

4.2.4.6.8. Notwithstanding paragraph 4.2.4.6.1. of this provision, a late modification of an otherwise successful proposal that makes its terms more

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favorable to the Government will be considered at any time it is received and may be accepted.

4.2.4.7. FAILURE TO SUBMIT OFFER: Recipients of this solicitation not responding with an offer should not return this solicitation. Instead, they should advise the issuing office by letter, postcard, or established electronic commerce methods, whether they want to receive future solicitations or similar requirements. If a recipient does not submit an offer and does not notify the issuing office that future solicitations are desired, the recipient's name may be removed from the applicable mailing list.

4.2.5. EXECUTION OF PROPOSAL: Offeror shall submit a signed cover letter as shown in the appendices. A copy of this cover letter shall accompany each volume submittal. Each proposal must contain the full address of the offeror and be properly executed (signed with his usual signature). If the prospective offeror is a joint venture, it must be signed by the authorized representatives of all of the joint venture parties. A proposal executed by an attorney or agent on behalf of the offeror shall be accompanied by two authenticated copies of the power of attorney, or other evidence of authority to act on behalf of the offeror. If the offeror is a Corporation, a corporate officer who is authorized to bind the Corporation, must execute the corporate certificate. In lieu of the certificate, there may be attached to the proposal copies of the record of the Corporation that will show the official character and authority of the vice president or higher officer to bind the corporation signing, duly certified by the Secretary or Assistant Secretary, under the corporate seal, to be true copies. If the offeror is a Partnership, Limited Liability Company or other entity, the offeror must provide evidence of the authority that the party signing the offer has to bind the offeror.

4.2.5.1. Organization: Offerors shall submit all proposal information in one of the volumes defined below. All volumes except Volume 4 shall also specifically reference, by paragraph number, all basic requirements and desires identified in Section 3. Submit a brief executive summary with each volume highlighting significant aspects of the proposal, including but not limited to, community planning, extent of Government participation in financing, etc. The proposal shall be broken out and submitted in volumes as follows:

Volume	Description	Number of Submittals	Page Limit
1	Financial Strategy	One original & Five copies	15 pages
2	Technical - Security Community Master Development Facility Design and Construction	One original & Five copies unless indicated otherwise	30 pages
3	Technical - Real Estate Management	One original & Five copies	30 pages
4	Qualifications/Past Performance	One original & Five copies	30 pages

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4.2.5.1.1. The Government requires some information to be submitted on a mandatory form. The appendices of this solicitation include all mandatory forms. Offeror shall include a narrative with all mandatory forms providing source of information, backup data, and underlying assumptions.

4.2.5.1.2. Offerors shall incorporate the clauses and wage rates listed in the Appendices into their proposals. The Successful Offeror's proposal will be incorporated in the transaction, and these clauses will thereby become contractually binding on the offeror.

4.2.5.1.3. Offerors are expected to examine the complete solicitation package including all appendices, attachments, etc. Failure to do so will be at the offeror's risk.

4.2.5.1.4. Each offeror shall submit the information required by the solicitation. The offeror shall sign the offer and print or type its name on a submittal letter and on each continuation sheet. The person signing the offer must initial erasures or other changes. See appendices for offeror cover page.

4.2.5.1.5. Clarity and completeness of the proposal are of the utmost importance. The proposal must be written in a practical, clear and concise manner. Each volume should be clearly labeled with the volume number and title.

4.2.5.1.6. Each volume shall be submitted in loose-leaf form, 3-ring binder. The page size of the offeror's proposal shall not exceed 8 1/2" by 11" with a minimum 10-pitch font. A page is defined as single-spaced, one printed side of one 8 1/2" by 11" sheet of paper. Foldout pages shall fold entirely within the volume. Each 8 1/2" by 11" section of foldout counts as one page. Page limits do not include drawings, cost estimates, mandatory forms, legal documents, specifications or manufacturer's data sheets.

4.2.5.1.7. All volumes shall be marked with the solicitation number. Every page in the proposal shall have the solicitation number, the volume number, and the consecutive page number (using Arabic numerals 1, 2, 3...). All volumes shall include the offeror's identity, and the volume number on the cover page. Each volume may have a transmittal cover letter of no more than one page. This page will not count against the page count for the volumes.

4.2.5.1.8. During proposal evaluation each volume will be reviewed separately. Therefore, each volume should be a stand-alone document requiring no referral to other volumes for full understanding. Referrals to other sections of the same volume should also be kept to a minimum.

4.2.5.1.9. Financial proforma data shall be provided as an electronic data file on 3.5 inch double-sided high-density computer disk in a format compatible with Excel v. 5.0 based on an IBM compatible Windows operating system. One hard copy of the financial proforma data will also be provided.

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4.2.5.1.10. The Government reserves the right to reject proposals with incomplete submittals and/or submittals without mandatory forms.

4.2.6. PHASE I SUBMITTALS: The following information shall be submitted for Phase I.

4.2.6.1. VOLUME 1, FINANCIAL STRATEGY SUBMITTALS: Reference the appendices "Volume 1 Submittal Requirements" for mandatory forms. Volume 1 narrative is limited to fifteen (15) pages (excluding mandatory forms). The offeror shall include the following information in Volume 1 for the Government to evaluate:

4.2.6.1.1. Factor 1, Financial Strategy: Offeror shall submit a Financial Plan to include but not limited to the following:

4.2.6.1.1.1. The offeror shall provide a submittal on lender letterhead for construction and/or permanent financing (as applicable), to include but not limited to the items set forth below:

- Lender can finance transaction as proposed based on review of the offeror's financial plan
- Debt service coverage ratio
- Amount of loan
- Interest rate (fixed or variable, stated as a recognizable index plus some spread)
- Recourse vs. Non-recourse (full or partial)
- Loan Maturity
- Loan to value
- Amortization period
- Points and fees
- Contingencies
- Timeline for funding
- Statement that the permanent lender has read and agrees to comply with the provisions of the Government Limited Loan Guarantee (including sub-paragraphs) and the Inter-Creditor Agreement identified in section 3.6 of the RFP.
- Statement that the permanent lender has read and reviewed the Government Limited Loan Guarantee and the Inter-Creditor Agreement documents contained in the RFP appendices and either accepts the terms and conditions or lists exceptions.

4.2.6.1.1.2. Conditional Bond Commitment: For bond financing, the offeror shall provide the following additional information and proof of a conditional bond commitment to include but not limited to the following:

- Name of issuing authority and proof of capacity.
- Letter from underwriter stating terms and conditions of bond financing and that the bonds will be purchased by said underwriter and resold to investors.

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- Letter from rating agency(ies) if bonds are to be rated.
 - Type of credit enhancement vehicle, if any, and proof of capacity.
 - If tax exempt bond financing is proposed, an opinion of counsel must be included relating the appropriateness of tax exempt bond financing for the proposed development.
 - If tax exempt bond financing is proposed, tax-exempt entity status (501(c)(3)) is verified, or if formation of a tax exempt entity for this proposal is anticipated.

4.2.6.1.1.3. Interest Rate Protection: The offeror shall include any proposed interest rate ceiling to stabilize the offeror's cost of completing the demolition of 219 units and the construction of 370 to 460 housing units within the first two years, and the renovation/replacement of 300 existing housing units within the first eight years of the Business Arrangements. The offeror shall specify the rate ceiling and criteria for implementing the rate ceiling. Offeror shall demonstrate risk mitigation of interest rate fluctuations until such time as offeror locks rate with their selected lender. In the event a variable interest rate is proposed for the first mortgage, offeror shall present the type of interest rate protection vehicle to be used, including cost of the vehicle, interest rate caps, and term.

4.2.6.1.1.4. Sources of Equity: The offeror shall submit a table with a narrative identifying and describing with separate line items, the nature, amount, and timing of:

- Equity Contribution By Type
- Disbursements To Investors
 - Segregated By Return On Equity
 - Return Of Equity

4.2.6.1.1.5. Fees: Offeror shall provide a detail of the development, construction, management, and other fees associated with the project. Details shall identify fees paid to the offeror or related parties. Detail shall include:

- Nature
- Amount
- Timing
- Entity Earning Fee

4.2.6.1.2. Factor 2, Proforma Financial Information: Offeror shall submit proforma financial information for the duration of the proposed project to include but not limited to a balance sheet for the term of the agreement, income statement, sources and uses of cash, and a narrative with assumptions, terms, conditions, contingencies, and basis for calculations.

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Financial proforma data shall be provided as an electronic data file on 3.5 inch double-sided high-density computer disk in a format compatible with Excel v. 5.0 based on an IBM compatible Windows operating system. One hard copy of the financial proforma data will also be provided. Offeror shall submit supporting data to include but not limited to:

4.2.6.1.2.1. Rent Structure: Offeror shall submit in a table format, as shown in the appendices, the proposed rent and estimated reasonable gas and electric utility charges and the calculation to be applied for the term of the agreement which is located at paragraph 3.7.6.3. Offeror shall use Georgia Housing and Finance Authority Utility Allowances for reasonable utility costs in Phase I submittals. See appendices for GHFA chart. A narrative shall accompany the table(s) to include assumptions, other information used in the calculations, and all calculations. Offeror shall submit a narrative detailing all deposit and services fees (i.e. pet deposits, lock out fees, pest control on demand, access fees for support facilities, etc.) and rent payment procedures.

4.2.6.1.2.2. Operating Revenue and Expenditure Budget: An operating Revenue and Expenditure Budget for each year which describes, in detail, by components for the term of the proposed Business Arrangements, annual cash flow expected to be available for debt service. Identify the assumptions on which the estimates are based, e.g. absorption, vacancy rates, operating expenses by category, etc., and any data and rationale used to develop the assumptions. Identify all expected or potential fees and amounts to be charged for development and management services. Identify how and which parties will be subordinate (if applicable) relative to fees and distribution of returns. See Statement of Operating Revenue and Expenditures proforma format located in the appendices.

4.2.6.1.2.3. A Statement of Operating Sources and Uses of Funds for each year of the proposed term of the Business Arrangements which identifies the estimated levels of annual cash available after debt service and the estimated value of the improvements at the end of the Business Arrangements term. The cash flow analysis shall indicate the anticipated expenditures, income and sources of revenue on a quarterly basis for the duration of the Business Arrangements and address the repayment of debt. In addition, the offeror shall identify the assumptions on which the pricing and other market issues are based and local data and rationale for those assumptions. See Statement of Operating Sources and Uses of Funds proforma format in the appendices.

4.2.6.1.2.4. Development Budget: Offeror shall submit a total Development Budget for the project which describes in detail all hard and soft costs, including but not limited to construction costs (utilizing Davis-Bacon wage determinations), demolition costs, and infrastructure costs,

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design, engineering, consultant and legal fees, development fees, permit fees, financing transaction fees, construction interest, reserves and commissions. See Development Budget proforma format in the appendices. Provide a PERT chart (Program Evaluation and Review of Techniques) with milestones for the pre-construction/development phase, construction phases, demolition phases, pre-occupancy period, renovation phase, and financial commitments.

4.2.6.1.2.5. Total Project Costs: Offeror shall submit total project costs relative to the quality of the proposed development and the price per square foot for demolition, renovation, new construction, related improvement costs, and real estate in excess of technical basic requirements and desires (opportunity sites). Submittal shall include but is not limited to:

- Hard and soft costs identified in detail.
- Developer costs separately identified, in detail.
- Total costs identified and reasonably based on industry standards
- Development costs compared to local market development costs

4.2.6.1.2.6. Development Sources and Uses of Funds: See appendices for mandatory format. Offeror shall submit a statement of Development Sources and Uses of Funds that describes proposed capital and operation funding by source including but not limited to:

- Proposed levels of conventional and/or long-term primary debt
- Any Air Force financing participation
- Any other equity contributions
- Information with respect to how offeror proposes to develop the real estate in excess of technical basic requirements and the direct economic benefits that such development will provide to the Government and the related housing community. Information shall include, but is not limited to offeror's intentions with regard to retention, sale, joint venture or other transactions associated with the real estate in excess of technical basic requirements and desires (opportunity sites).

4.2.6.1.2.7. Mechanics of Accounts: Offeror shall provide information describing the set up, operation, proposed use and cash flows for the duration of the agreement for the following Escrow and Imposition Reserve Accounts:

- Capital Repair/Replacement Escrow Account
- Construction Escrow Account
- Impositions Escrow Account

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- Security Deposit Account
 - Reinvestment Account, if proposed
 - Tenant Security Deposit Account
 - Lockbox Account

4.2.6.1.3. Factor 3, Government Risk in Project Financing:

4.2.6.1.3.1. If a Direct Government Loan is proposed, offeror shall submit the following:

- The amount of the loan required and the proposed rate of interest to be paid on it.
- Any modification of terms of the Sample Direct Government Loan in the appendices.
- The expected terms and timetable for disbursement and repayment of Air Force funds.

4.2.6.1.3.2. If a direct Government loan or Government loan guarantee is proposed, offeror shall submit calculations as estimated by the “Quick Score Model”.

4.2.6.1.3.3. Minimizing Risk to Government Resources: It is anticipated that in the early years of development and operation, the debt will create the greatest burden on the project. Therefore, the offeror shall submit a narrative describing:

- How the risk of default has been mitigated.
- Which parties will infuse additional financial support, if needed.

4.2.6.1.4. Factor 4, Exit Strategy: Offeror shall submit its exit strategy relating to the end of the term of the Business Arrangements, i.e., retention as military housing, transition to market rate housing, etc. Submittal shall identify disposition of all assets, including, but not limited to all real estate funds remaining in all escrow and imposition reserve accounts. If applicable, submittal shall identify a transition timetable from military to private tenants.

4.2.6.2. VOLUME 2, TECHNICAL CONCEPT SUBMITTALS - Security, Community Master Development, and Facility Design and Construction: Use of form HUD- 92005, Description of Materials, is mandatory. Visit internet site <http://www.hud.gov/forms/formwrhs.html> to download a copy of this four-page form in PDF format suitable for printing. Narrative information is limited to thirty (30) pages, excluding drawings, calculations and mandatory forms. The offeror shall include the following information in Volume 2 for the Government to evaluate:

4.2.6.2.1. Technical Proposal Format: The offeror shall submit drawings, specifications and descriptions to develop and design a commercial rental housing development. The intent of these submittals is to see that each offeror’s concept is acceptable and that no serious misconceptions exist. All plans, specifications, and

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engineering calculations must be stamped and sealed by a professional architect or engineer who is licensed by the State of Georgia. The following outline is provided to ensure that each proposal contains consistent and sufficient information for evaluation of the technical factors.

- Provide the following information for each factor:
- **Basic Requirements:** The RFP lists a number of basic requirements which must be met. Provide a brief narrative describing how basic requirements shall be met for each factor.
- **Desires:** The RFP lists a number desires which exceed the project basic requirements. Provide a list and a narrative description of any desired or additional items that are proposed.
- **Building Code Compliance:** Narrative confirming understanding and commitment to comply with all applicable local, state, and federal codes, standards, and regulations.

4.2.6.2.2. Factor 1, Security Plan: Offeror shall submit the following:

- **On-Site:**
 - A narrative describing the extent security elements are incorporated into the proposed development of the site.
 - Site plan(s) showing entrances and methods of access, street configuration, lighting, and landscape concept plans.
 - Environmental Design: Provide a narrative stating that all applicable local, state, and federal environmental protection regulations will be complied with.
 - Perimeter Fence: Provide a narrative stating that the fencing shall be maintained until such time that concentrated city enforcement efforts are in place and successful stabilization of the surrounding areas is complete. Acknowledge that the fence shall be removed by the offeror after stabilization.
 - Drawing details of new fence, if applicable.
- **Off-Site:**
 - A narrative describing strategy to stabilize the adjacent commercial and residential areas and encourage renewed commercial activities in the area as it relates to the project.
 - A strategy emphasizing the greatest community development potential with minimum non-Government subsidy requirements.
 - Any plans to partner to locate city government functions to the adjacent area.

- Any plans to develop this area by acquiring and developing properties or by entering into agreements with owners of adjacent local properties, including plans to partner with non-profit organizations such as Habitat for Humanity to construct housing in adjacent areas.

4.2.6.2.3. Factor 2: Community Master Development Plan: Offeror shall submit the following:

4.2.6.2.3.1. Land Use:

- Long-term land use, development and redevelopment objectives on West Robins, and properties adjacent to West Robins to be redeveloped by the offeror. This information must include written confirmation of intent to proceed with the land exchange with the City of Warner Robins as described herein.
- Land location description and 11x17 location plan (West Robins and city exchange parcel) to be used to satisfy the requirements of this solicitation.
- Description of how community planning objectives identified in paragraph **3.2.4.** will be satisfied.
- Description and prioritized list of development actions and activities to be included in the Planned Unit Development District.
- An 11x17 zoning map identifying residential areas and all other activities.

4.2.6.2.3.2. Design Quality: Description of how proposal will provide architectural diversity and neighborhood identity.

4.2.6.2.3.3. Site Plans:

- An 11x17 site concept plan with streets, sidewalks, location of support facilities, clustering, and neighborhoods. Include the existing site conditions showing the general arrangement of elements. Typical small-scale unit site plans should also be provided. Multiple plans or overlays may be used.
- Description of how proposal will meet community planning objectives identified in paragraph **3.2.4.**
- Description of densities and unit types.

4.2.6.2.3.4. Grounds:

- Description of landscaping plan that will meet community plan objectives defined in paragraph **3.2.4.**
- An 11x17-landscape concept plan.

4.2.6.2.3.5. Utilities:

- Description of new utility system concept and general plan for making new connection.
- Provide a narrative describing how and when the transfer from RAFB services to commercial utilities will occur.

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- Narrative describing if electric, telephone, and cable TV utilities will be above ground or below ground in Hillside.

4.2.6.2.3.6. Support Facilities: Narrative describing fee structure, services provided, training and certification of staff, and hours of operation.

4.2.6.2.3.7. Construction Management Plan:

- Narrative confirming intent to comply with all applicable local, state, and federal environmental laws and intent to provide and adhere to hazardous waste spill plan, and hazardous material handling plan, disposal plan.
- Narrative describing Construction Management concept including but not limited to phasing plan for site development and plan to minimize impact on neighborhoods and moving military families.
- Narrative confirming intent to acquire all permitting and abide by inspection requirements and describing offeror's concept for internal inspections.
- Outline of phasing plan with actions and schedules, including mobilization, demolition, construction, renovation, and certification of occupancy.
- Provide narrative indicating understanding and compliance of permit and inspection requirements.
- Provide a narrative confirming the removal of the Modular Administration building from the West Robins property in accordance with the Construction Management Plan.

4.2.6.2.4. Factor 3: Facility Design And Construction: Offerors shall submit the following: (Provide information on new units separate from that for renovations)

4.2.6.2.4.1. Unit Requirements: Narrative describing total number of units by number of bedrooms, bathrooms, gross square footage, and heated square footage of each unit type. Provide this information for the basic requirement as well as any optional additional units to be provided. Divide the description into separate groups made up of the basic units, renovated units and optional units. Provide cost per square foot for each typical unit type (townhouse and single family) including all amenities.

4.2.6.2.4.2. Function:

- Floor Plans: Provide typical single-line floor plan of each unit type showing unit design, including spatial relationships, circulation, functional concept, room dimensions interior and exterior storage. Include at least one concept for the relationship of individual units within attached unit structures.
- Noise Attenuation: Section showing noise attenuation between units and a narrative describing level of attenuation between units and between living spaces in units.

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- Energy Efficiency: Description of insulation levels and any special energy saving features.

4.2.6.2.4.3. Aesthetics:

- Concept sketches showing exterior concepts including massing, modulation and general arrangement of units.
- Elevations: A typical sketch elevation of one attached structure and one unattached unit.

4.2.6.2.4.4. Materials and Construction:

- General description of quality of materials and compliance with fire and life safety codes.
- Materials: Using the standard HUD Form 92005 list all major material items including: finishes, mechanical/electrical equipment, and appliances.
- Typical structural cross-section exemplifying single and attached unit construction techniques and materials. Use drawings or narrative describing how basic requirements will be met.
- Foundations and Framing: Describe the type of framing and foundations to be used. Include information on standard HUD Form 92005.
- Kitchen, Baths, Appliances: Description of appliances, cabinets, mechanical equipment and fixtures (color catalog cuts will be accepted in describing major components).

4.2.6.2.4.5. Amenities: Sketches, catalog cuts and/or narrative showing that the basic required amenities shall be provided and describing any additional features.

4.2.6.3. VOLUME 3, TECHNICAL CONCEPT SUBMITTALS - Factor 4, Real Estate Management: The intent is to see that the concept is acceptable and that no serious misconceptions exist. Volume 3 is limited to thirty (30) pages. The offeror shall include the following information in Volume 3 for the Government to evaluate:

4.2.6.3.1. Administration: Description of property management organization, provision for on-site management, how rents will be collected, how units will be assigned including priority access plan, eviction procedures, and dispute resolution procedures.

4.2.6.3.2. Maintenance and Repair:

- Provide a narrative describing Routine Maintenance, Change of Occupancy Maintenance, Periodic Maintenance and Replacement, and Landscaping Grounds Maintenance that will be performed on the housing units and other

facilities (including all common grounds, non-occupied units and support facilities).

- Pest Control Plan.

4.2.6.3.3. Utilities:

- Narrative describing by whom, when and how all utilities and refuse collection within the PUDD will be provided, maintained, metered, and paid.

4.2.6.3.4. Occupant Special Requirements:

- Narrative describing consent for occupant special requirements such as pet ownership, home child care providers, installation of yard fencing, etc.
- Narrative acknowledging that current occupants are grandfathered for 2 years from paying out-of-pocket for residing in a unit permanently designated for a higher rank.

4.2.6.3.5. Community Services:

- Narrative describing by whom, when, and how all community services (fire, police, etc.) within the PUDD will be provided and paid.
- Description of how and when the community services currently provided by the base will be transferred to other parties.

4.2.6.3.6. Basic Requirements: The RFP lists a number of basic requirements which must be met. Provide a brief narrative describing how basic requirements shall be met for this factor.

4.2.6.3.7. Desires: The RFP lists a number of features described as desires, which exceed the project basic requirements. Provide a list and a narrative description of any desired or additional items that are proposed.

4.2.6.4. VOLUME 4, QUALIFICATIONS/PAST PERFORMANCE SUBMITTALS: Volume 4 narrative is limited to thirty (30) pages to address the information required by paragraphs 4.2.6.4.1., 4.2.6.4.2., 4.2.6.4.3., and 4.2.6.4.6 (excluding resumes). The information required by paragraphs 4.2.6.4.5., 4.2.6.4.7., 4.2.6.4.8., 4.2.6.4.9. and 4.2.6.4.10. are excluded from the thirty (30) page limitation. The illustrative materials allowed by the second paragraph of 4.2.6.4.3. are also excluded from the thirty (30) page limitation. Offeror and members of the offeror's team must have prior experience on projects with regards to proposed responsibilities with respect to financing, planning, design, development, demolition, environmental compliance, construction, renovation, operations, maintenance, and management. The Government reserves the right to consider other projects performed by the offerors and identified to the Government through any and all means, including but not limited to customer surveys and comments from other government agencies. **Throughout the solicitation process, the offeror shall provide the Government changes to Volume 4 (e.g. changes**

in commitments in the project team, key employee resignations, material changes in financial condition) and the reason for the change not later than five business days after the change. Volume 4, Qualifications/Past Performance, shall include the following items in the same order as outlined below:

4.2.6.4.1. Executive Summary: The summary should succinctly outline the major reasons why the prospective offeror, together with others who will participate in the Business Arrangement (including but not limited to joint venture parties, major subcontractors, lending institutions, etc.), is qualified to carry out the project and associated development identified in the proposal. Provide a cross-reference to the specific contract/project identified in paragraph 4.2.6.4.3.

4.2.6.4.2. Team Strength: Offeror shall submit a chart and brief commentary, clearly illustrating how the project ownership is contemplated and identifying all parties to the transaction.

- Complete and detailed narrative, clearly identifying each principal, partner and/or co-venturer proposing to participate in forming the Business Arrangement and the development of the proposed project. For each principal, partner, co-venturer or known major sub-contractor identified, identify discipline or specialty (e.g. community planning, A/E design, development, demolition, construction, renovation, property management) name, telephone # and address.
- A description of the legal form of ownership, development and operating entities.

4.2.6.4.3. Relevant and Recent Project Experience and Performance: Offerors shall submit the following:

- Offerors shall describe in detail recent and relevant development, demolition, construction, renovation, real estate management, and teaming arrangements with emphasis on the type of service, type of project, number of units, project value, complexity and the specific role of the prospective offeror and those persons and organizations identified as participants in the proposed project. This information is also required for each team member identified in paragraph 4.2.6.4.2. as it relates to their specific role in the current proposed effort or this information is also required for each partner, co-venturer, or major subcontractor proposed as it relates to their specific role in the current proposed effort. A major subcontractor is defined as a subcontractor performing 30% of the total proposed effort. Relevant residential development experience shall be limited to developments of \$2,500,000 or more.
- Illustrative materials (e.g. photographs, renderings, and videos) which demonstrate the quality of performance shall be submitted for evaluation (2 copies each). All videos, pictures, etc., shall be clearly identified and accompanied with documentation describing the project, how it relates to

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the West Robins Housing Privatization project, and how/to what extent the offeror contributed to the project being presented. Illustrative materials shall be labeled to indicate the offerors role in the project being viewed.

- For each of the projects described, also provide the name, title, affiliation, current address and telephone number of members of each project team and other persons familiar with the project, including but not limited to the institution which provided permanent and construction financing, past and current owners, and customers, who will respond to inquiries from the Government. Provide the location (street, city, state) of each project, length of time since involvement with project, and phone numbers for current owners and/or leasees of projects.
- Provide a grid of how your Volume 4 sections relate to the specific factors in the Technical and Financial Areas of the RFP.
- **To assist us in assessing your qualifications/past performance on relevant commercial contracts, request you authorize release of past performance information on commercial contracts submitted in Volume 4 of your proposal by signing the attached authorization memo included in the appendices.**

4.2.6.4.4. NOTE: The Government is not bound by the offeror's opinion of relevancy. The Government will perform an independent assessment of relevancy of the data provided or obtained.

4.2.6.4.5. Environmental History: Provide a narrative disclosing if any parties associated with offeror's proposal have received a fine or notice of violation (NOV) from any local, state, or federal environmental agency. If fines or NOV's have been received, offeror shall provide copies of official notices, description of corrective actions taken and proof of payment, waiver, or withdrawal of fine and satisfactory compliance.

4.2.6.4.6. Organizational and Management Approach: Include a written description of the proposed approach to managing the Business Arrangement's proposal. Include a list of key project personnel, their roles in the project, their resumes and past experience on prior projects. Describe how and to what extent each of the key personnel contributed to the success of the previous effort and how this indicates probability of success on the proposed effort. Provide a cross reference to the specific contract/project identified in paragraph 4.2.6.4.3.

4.2.6.4.7. Credit References: Include the names, addresses and telephone numbers of at least three credit references for the prospective offeror, together with letters addressed to each authorizing release of information to the Government and its advisors. Where the prospective offeror is comprised of a number of partners or co-venturers, the same information is required of each partner or co-venturer.

4.2.6.4.8. Financial Statements: As part of the Government's risk mitigation requirement, three years of audited financial statements of all parties to the transaction will be reviewed to determine the financial strength of the offeror's proposal team. If the offeror is a newly created entity for which three (3) years of financial statements are unavailable, then financial statements are required for parties to the transaction. Such statements may be certified by the comptroller, treasurer, president or CEO depending upon the size of the company and its management organization. In other words, the Government will accept financial statements in the form and with the certification accepted by financing institutions and other companies to which such statements must be submitted. This information is assumed to be proprietary. It should be clearly marked and packaged separately from the other materials comprising the Qualifications/Past Performance submittal.

4.2.6.4.9. Borrower Approval Application, Guaranteed Lender Eligibility Form, and Credit Investigation Notice: The offeror shall complete and submit the Borrower Approval Application, the Guaranteed Lender Eligibility Form and the Credit Investigation Notice located in the appendices.

4.2.6.4.10. Changes in Financial Condition: Throughout the solicitation process, the offeror is required to report any material changes in financial condition no later than five (5) business days upon receipt of such information in writing. Material changes include, but are not limited to:

- Bankruptcy/reorganization of any of the participating entities/individuals in the offeror's proposal.
- Default on debt instrument.
- Twenty (20) percent decrease in net worth/owner's equity.
- Twenty (20) percent decrease in assets.
- Twenty (20) percent increase in liabilities.
- A sale of a portion or all of the offeror's or participating entities' interest in said entities.
- Litigation actual, pending or threatened that will materially effect the offeror's ability to successfully complete the transaction.
- Judgment or lien from any state or federal local taxing authority.
- Other material events which will effect the offeror's ability to complete the transaction.

4.2.7. PHASE II SUBMITTALS: The following information shall be submitted:

4.2.7.1. VOLUME 1, FINANCIAL STRATEGY SUBMITTALS: The Government will establish a due date for Volume 1 when selected offerors are invited to participate in Phase II. In Phase II, Volume 1 is limited to fifteen (15) pages. Reference the appendices "Volume 1 Submittal Requirements" for mandatory forms. The offeror shall include the following information in Volume 1 for the Government to evaluate:

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4.2.7.1.1. The offeror shall note that the Volume 1 update in Phase II is not intended to provide an opportunity for the offeror to materially change its Phase I financial proposal. The intention of Phase II is to allow the offeror to refine its cost estimates, finalize prospective lenders and present a more accurate and complete financial plan to the Government. As such, the offeror shall submit revised financial information if (i) there has been a change in prospective lenders; (ii) there has been a change in the funding source (e.g. bank financing instead of bonds); (iii) any one line item in their financial schedules has a variance of five (5) percent or greater; or (iv) any other material change in the proposed financing structure. Submittals shall be organized in the same format as Phase I.

4.2.7.1.2. For Factor 2, Proforma Financial Information, reasonable utility usage in Phase II submittals shall be calculated in accordance with the Home Energy Saver developed by the University of California, Berkeley, CA. This model is available free on the Internet at <http://eande.lbl.gov/cbs/vh/db/zip.html> <<http://eande.lbl.gov/cbs/vh/db/zip.html>> . Provide your results and assigned session number so that the data can be validated if required. Use the human pattern defaults available within the model and actual utility rates charged per kilowatt-hour and MCF. Calculations shall be based on construction plans in offeror's proposal, cooling to 76°F, and heating to 68°F. A narrative shall accompany the results of the model to include assumptions, sources of information (i.e. R-values for materials), and other information used in the calculations. Offerors shall submit back up data including but not limited to; assumptions, detailed cost estimates, and sources of information (letter from utility supplier(s) with utility rates). Each proposal shall also be shown to meet the standards of the ICC/COBA Model Energy Code (MEC), 1995 or latest revision (as required by 42 US Sec 12709).

4.2.7.1.3. Additionally, the offeror shall provide written comments in the form of marked up Government sample legal instruments from the appendices with comments as necessary to clarify their revisions as necessary. The Government reserves the right to accept and/or to reject the offeror's comments with regards to the document in part or in whole.

4.2.7.1.4. The offeror shall, at the discretion and request of the Government, deliver within fourteen days of the Government's request, a financing commitment contingent only upon selection of the offeror to develop the project.

4.2.7.2. VOLUME 2, DETAILED TECHNICAL PROPOSAL SUBMITTALS - Security, Community Master Development, and Facility Design and Construction: The Government will establish a due date for Volume 2 when selected Offerors are invited to participate in Phase II. Use of form HUD-92005, Description of Materials, is mandatory. Visit internet site <http://www.hud.gov/forms/formwrhs.html> to obtain a downloadable copy of this four-page form in PDF format, suitable for printing. This submittal is limited to

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thirty (30) pages not including the drawings, catalog cuts, and mandatory forms. The Offeror shall submit drawings, specifications and descriptions normally used to develop and design a commercial rental housing development. All plans, specifications, and engineering calculations must be stamped and sealed by a professional engineer or architect who is licensed by the State of Georgia. The offeror shall note that the Volume 2 update in Phase II is not intended to provide an opportunity for the Offeror to materially change his technical concept submitted in Phase I. The intention of Phase II is to allow the Offeror to refine its cost estimates, drawing and specifications, and present a more accurate and complete technical plan to the Government. Each offeror will submit housing designs and plans from Offeror's residential portfolio. The Offeror shall include the following information in Volume 2 for the Government to evaluate. While this is intended to outline all materials required, it is the offeror's responsibility to assure that the information listed for evaluation under each factor is provided.

- **Cost Estimates:** Offerors shall submit detailed cost estimates including assumptions and sources of information.
- **Drawing Format:** All drawings to be furnished shall be prepared, completed, and accomplished in accordance with the best professional practice to show clearly and concisely the type and extent of work to be performed. Drawings shall be prepared on standard size 30" x 42" sheets. The drawings shall be drawn to appropriate scales and dimensioned completely and accurately. Standard building material indications and symbols for architectural items and mechanical and electrical equipment shall be used to the greatest extent possible. Schedules shall be provided on the drawings for structural members, doors, windows, fixtures, and mechanical equipment. Symbols for these items shall be cross-referenced on the plans, sections, details, elevations and schedules. Details shall be developed for major components and unique features.
- **Product Manufacturer's Literature:** Offeror shall provide catalog cuts with arrows or circles indicating the particular product or equipment proposed, such as recreational equipment, exterior finishes, doors, windows, door locks, medicine cabinets, kitchen cabinets and appliances, plumbing fixtures, furnaces, A/C units, light fixtures, etc. Catalog cuts may be substituted with a product description if there is adequate information given to allow for a proper review.
- **Specifications:** Provide HUD Form 92005, list all materials and equipment to be used. Outline specifications may be submitted to help define the materials, methods and equipment used. These specifications shall be a concise and definitive presentation of project materials and equipment to allow evaluators to easily ascertain quality level and compliance with the RFP. Use of Construction Specifications Institute (CSI) format is preferred.
- **Colored Sketch:** A colored 11/17 sketch(s)/rendering(s) of typical proposed units and street characteristics from an angled street level view shall be submitted for evaluation. All variations of unit style and material should be depicted. Landscaping materials shall be depicted, as they will appear at the

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time of occupancy. Sketch does not have to be framed for evaluation purposes.

- **Color Boards:** Exterior and interior color boards showing all proposed finishes and colors will be required for evaluation purposes. The boards are to illustrate colors and materials proposed. Only one set of boards per proposal is required.
- **Basic Requirements:** The RFP lists a number of basic requirements which must be met. Provide a brief narrative describing how basic requirements shall be met for each factor.
- **Desires:** The RFP lists a number of desires which exceed the project basic requirements. Provide a list and a narrative description of any desired or additional items that are proposed.

4.2.7.2.1. Factor 1, Security Plan:

- **On-Site:** Site and planned unit development plan(s) detailing security features. If a fence or barrier is required in the plan, provide construction details.
- **Off-Site:**
 - Notarized commitment letters, if any, to purchase or intent to purchase adjacent local properties for redevelopment.
 - Notarized written agreements, if any, with owners of local properties to improve and develop their properties.
 - Notarized written agreements, if any, with city or state functions to be relocated to the adjacent areas.
 - Notarized written agreements, if any, with non-profit groups to help redevelop the adjacent areas.

4.2.7.2.2. Factor 2, Community Master Development Plan:

- **Design Quality:**
 - Narrative detailing how the proposal meets the community plan objectives identified in paragraph 3.2.4. of this RFP.
- **Land Use:** Provide land use plans as required by the City of Warner Robins for zoning approval. Include a draft of the land exchange documents, for the transfer of the West Robins exchange parcel for the City exchange parcel, which have been approved in concept by the City of Warner Robins.
- **Site Design Drawing** (1" = 200'-0").
- **Site Engineering Drawings** (1" = 200' -0").
 - One drawing showing water, storm and sanitary sewers
 - One drawing showing electrical and gas systems

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- Include detailed plan of connections to existing utilities
 - **Cost Estimates:** Provide utility, site development and landscaping development cost estimates.
 - **Support Facilities:**
 - Concept drawings for all new structures or additions as required to submit a Planned Unit Development District for zoning. Include building layout plans, floor plans, exterior elevations, and cost estimates.
 - **Environmental:**
 - Spill Plan
 - Hazardous Material Handling Plan
 - Disposal Plan
 - **Construction Management Plan**
 - Including but not limited to phasing plan with actions and schedules. Include permits and inspections plan, with milestones, to accomplish requirement.
 - Demolition Site Plan (1" = 200'-0"). Showing all structures and utilities to be removed.
 - Demolition plan narrative, to include description of proposed method of clearing the site of existing structures, pavements, utilities and associated appurtenances, lead based paint and asbestos abatement and disposal plans.

4.2.7.2.3. Factor 3, Facility Design and Construction: Offerors shall submit the following. Provide information on new units separate from that for renovations:

- **Unit Requirements:** Narrative expounding on Phase I submittals, confirming exact numbers and providing exact heated and gross square footages and details of amenities to be provided with each type of unit.
- **Function:**
 - Typical Building Layout (1/8" = 1'-0"): Typical living unit, yard, and landscaping plan for each different building plan (with adjoining units as appropriate)
 - Composite Floor Plan for each unit type (1/4" = 1'-0")
 - Symbol list
 - Label all rooms to include individual room dimensions and areas in square feet
 - Equipment layout
 - Door Swings and window locations.
 - Electrical fixture, cable and telephone outlet locations

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- Noise Attenuation: Provide a narrative describing how a Sound Transmission Class (STC) of 50 or better between living quarters will be accomplished. Noise attenuation calculations should be provided to support the above narrative.
 - Building Code Compliance: Provide a narrative describing how all applicable local, state, and federal codes, standards, and regulations shall be met.
 - Energy Efficiency: Energy plan to include as a minimum life cycle energy cost for each unit type proposed and projected monthly gas and electric bills. Narrative on how proposed designs meet the defined Model Energy Code; expected energy efficiencies of proposed appliances, heating and cooling equipment, insulating features and solar orientation of units.
 - **Aesthetics:**
 - Exterior Elevations (1/4" = 1'-0").
 - Symbol list
 - Exterior elevations depicting location of materials, roof slopes, and dimensions
 - Indication of signage and decorative details
 - Identify architectural features
 - Interior Elevations.
 - Kitchens
 - Bathrooms
 - Color boards of all interior materials. Elevations of all exteriors with material samples. Narrative describing exterior design features, materials, and workmanship proposed for finishes, roof and exterior walls, exterior storage, exterior elevation variety/uniqueness, and patio/deck areas.
 - **Quality of Materials:**
 - General Description: Narrative describing the quality of materials and workmanship proposed for all finishes.
 - Provide HUD Form 92005 and catalog cuts, brief outline specifications may also be provided.
 - Structural Features: Detailed narrative and drawings describing the structure of the facilities, including type of construction and proposed materials, quality of materials and workmanship of proposed foundations, wall and roof structure.
 - Building Sections. (1/4" = 1'-0")
 - Typical building and wall sections depicting materials, dimensions, finishes, cavities and party walls.
 - Material indications
 - Schedule Sheet.

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- Finish schedule
 - Door and window schedule
 - Color schedule
 - Equipment schedule (type, Size/capacity, model/number)
 - Appliances and Equipment: Details of design and product manufacturer's literature and/color cut sheet on major appliances and equipment, refrigerator, dishwasher, oven, stove, water heater and HVAC system.
 - **Amenities**
 - Provide narrative of amenities utilizing details of design and/or drawings and catalog cuts as appropriate.

4.2.7.3. VOLUME 3, TECHNICAL - FACTOR 4, REAL ESTATE MANAGEMENT: The Government will establish a due date for Volume 3 update when selected offerors are invited to participate in Phase II. This submittal is limited to thirty (30) pages. The offeror shall note that the Volume 3 update in Phase II is not intended to provide an opportunity for the offeror to materially change its technical proposal. The intention of Phase II is to allow the offeror to refine its cost estimates and specifications, and present a more accurate and complete technical plan to the Government. Offerors shall submit detailed cost estimates for submittals including but not limited to assumptions and sources of information. The offeror shall include the following information in Volume 3 for the Government to evaluate:

4.2.7.3.1. Administration:

- Position descriptions of management personnel, including nationally recognized professional certification education and continuing training.
- Draft tenant leases for military and civilians and remaining aspects of real estate management plan.
- Continuing education of employees and new employee training plans.

4.2.7.3.2. Maintenance and Repair: Maintenance and repair plan for all units and common facilities, grounds, and improvements, including timelines and costs for periodic repairs to all facility sub-systems and equipment, and routine maintenance.

4.2.7.3.3. Basic Requirements: The RFP lists a number of basic requirements which must be met. Provide a brief narrative describing how basic requirements shall be met for each factor.

4.2.7.3.4. Desires: The RFP lists a number of desires, which exceed the project basic requirements. Provide a list and a narrative description of any desired or additional items that are proposed.

4.2.7.4. VOLUME 4, QUALIFICATIONS/PAST PERFORMANCE SUBMITTALS: Submittals are only required if offeror has material changes in

commitments in the project team, key employee resignations, or material changes in financial condition, as explained in paragraph 4.2.6.4.

4.2.8. PHASE III SUBMITTALS: The selected offeror shall submit the following in Phase III:

4.2.8.1. Proof of Equity within ten (10) days of Government notification of commencement of Phase III. Proof of equity includes, but is not limited to amount of equity, location and number of account, financial institution, name and contact at financial institution and confirmation of the equity deposit by the financial institution.

4.2.8.2. Copies of all financial documents not included in the solicitation within thirty (30) days of Government notification of commencement of Phase III. If the offeror can show good cause for delay, the Government may at its sole discretion, choose to extend this period or choose to proceed to the next offeror.

4.2.8.3. Copies of the final forms of all documents required to complete the land exchange with the City. These must be ready to sign by all parties as described in section 3.6 of this RFP.

4.2.9. PRE-AWARD SUBMITTALS: If the offeror is unable to remove all contingencies from its financing and provide negotiated final documents to the Government within twenty-one (21) days of the Government's letter of intent, the Government may elect to re-negotiate the milestones, or negotiations may be terminated and a new offeror selected. In the event that negotiations are terminated, neither party will be entitled to reimbursement of costs or other indemnification from the other party.

4.2.10. RESTRICTION ON DISCLOSURE AND USE OF DATA: Offerors who include in their proposals data that they do not want disclosed to the public for any purpose or used by the Government except for evaluation purposes, shall:

4.2.10.1. Mark the title page with the following legend: "This proposal includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed in whole or in part for any purpose other than to evaluate this proposal. If, however, a Business Arrangement is awarded to this offeror as a result of or in connection with the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting Business Arrangements. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets (insert numbers or other identification of sheets)"; and

4.2.10.2. Mark each sheet of data it wishes to restrict with the following legend: "Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal."

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4.2.11. USE OF GOVERNMENT CONSULTANTS: Offerors are advised that data submitted to the Government in response to this solicitation will be released to Government Consultants (non-Government personnel). The consultant contractor for this procurement will be E&Y Kenneth Leventhal Real Estate Group (“E&YKLREG”), and they will provide review and analysis, as an advisor, during the source selection process. The following information regarding the role and responsibility for E&YKLREG’s participation is provided:

- E&YKLREG’s sole purpose in having access to the offerors proposal will be to assist the Government in the evaluation process. E&YKLREG will participate in the source selection process as an advisor that provides advisory services, as required.
- All data provided shall be treated as proprietary data.
- E&YKLREG has signed a non-disclosure/confidentiality agreement with the Government and this documentation is retained in the contract file.
- E&YKLREG will conduct an internal conflict of interest check prior to participating in the source selection process.

As a mandatory condition of each offeror's proposal submission, offerors are required to complete and sign the Statement of Authority to Release Proprietary Information on the offeror’s cover sheet (see appendices). This statement shall be submitted with the Phase 1 submittal. If offerors are not able to certify there is no conflict of interest, offerors shall notify the Government Representative in writing and provide an explanation of the potential conflict of interest.

4.2.11.1. E&YKLREG and associated subcontractors are prohibited from participating in this transaction as the prime contractor, subcontractor, or a consultant to prime contractor/subcontractor. As an advisor to the Source Selection Evaluation Team, E&YKLREG and associated subcontractors will not be allowed to determine:

- Strengths and weaknesses in offerors’ proposals.
- Risk.
- Rating or ranking of proposals.

4.2.12. USE OF NON-GOVERNMENT ADVISORS: Offerors are advised that data submitted to the Government in response to this solicitation may be released to advisors that are not employed by the Government or under contract with the Government (i.e. city officials) for the purpose of review and analysis. All data provided shall be treated as proprietary data. Such advisors will be required to sign a “Non-Disclosure Agreement Concerning Proprietary Information” as shown in the appendices. If any offeror objects to such release, the offeror shall state their objection in writing in the cover letter of their proposal.

4.2.13. CONFLICT OF INTEREST. Contractors who have participated in developing feasibility studies, policies, procedures, and/or proforma models for the

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Department of Defense, or any of its agencies, to assist in the implementation of Sections 2871-2885 of the 1996 Defense Authorization Act may have a potential conflict of interest in responding to this solicitation. Therefore, all contractors, contractor employees, and subcontractors who have provided services of this nature are requested to:

- Conduct an internal conflict of interest check and certify that no conflict of interest exists within their firm that would prevent an offer on this solicitation;
- Promptly provide any further information requested by the Source Selection Authority or the government representative.
- Contractor's signature on its proposal submission will serve as the certification required above.

4.3. EVALUATION METHODOLOGY:

4.3.1. General: The Source Selection Evaluation Team (SSET) is responsible for conducting an in-depth review and evaluation of each offeror's proposal against the solicitation requirements, evaluation criteria, and applicable standards. Application of color codes, qualifications/past performance risk ratings, and proposal risk ratings supported by narrative findings will be used in the evaluation of proposals. The narrative findings will identify significant strengths and weaknesses associated with each evaluation factor as measured against the solicitation requirements, evaluation criteria and applicable standards. Color coding and proposal risk will be assigned at the factor level of the technical and financial evaluation areas, and will be fully supported by the narrative findings. Qualifications/past performance risk will be assessed at the area level and will be fully supported by narrative findings. After the final evaluation of proposals against the evaluation standards is completed and documented, the SSET will perform a comparative analysis of the proposals and prepare a Proposal Analysis Report (PAR) for submission to the Source Selection Authority (SSA).

4.3.2. Evaluation standards: A standard establishes a baseline to measure how well an offeror's technical, financial or similar proposal satisfies the evaluation criteria. A standard may be either qualitative or quantitative, depending on the criteria it addresses. The standards will be established at the factor level. Evaluators shall rate each proposal to determine its worth in relation to the approved standard. The results of the evaluation against the standards shall be summarized at the factor level. Summaries will then be documented at the factor level including the appropriate color code/adjectival rating, proposal risk ratings, and a brief narrative describing the significant strengths and weaknesses of each proposal. Summaries at the area level will be prepared, including assessments of qualifications/past performance. Unless the decision is made to down-select (in Phase I) or make a selection (in Phase II) without discussions based upon the initial evaluation results, the proposals will be rated twice in each phase: (1) upon completion of the evaluation of initial proposal submission and (2) after final proposal revisions are received.

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- 4.3.3.** Technical basic requirements and desires: The solicitation identifies both basic requirements (the absolute lowest threshold the Government will accept) and desires (additional attributes deemed by the Government to be beneficial to the military families). Basic requirements will be assessed with a green/red color rating. Green (acceptable) indicates that the proposal has met basic requirements and red (unacceptable) indicates that the proposal fails to meet basic requirements. Proposals that exceed basic requirements by incorporating desires will receive additional evaluation credit. The Government reserves the right to evaluate and give evaluation credit for proposed features that are either in addition to the basic requirements and stated desires or that exceed the stated desires.
- 4.3.4.** Proposal evaluation: Evaluation of the Phase I and Phase II financial strategies, the technical concepts in Phase I, and the detailed technical proposals in Phase II, will consist of an integration of separate assessments and ratings as stated below. Performance risk ratings are of equal importance to adjectival/color ratings and proposal risk ratings.
- 4.3.5.** Adjectival/color rating: The information submitted for each factor identified in paragraphs **4.4.2.**, **4.4.3.**, **4.5.2.**, and **4.5.4.**, will be measured against evaluation standards and assigned a rating that will contribute to the overall evaluation of the financial strategies and technical proposals and eventually to the overall evaluation of the offeror's complete proposal. The following color code system will be used to assign color ratings for each of the factors of the financial strategies and technical proposals.

<u>COLOR</u>	<u>RATING</u>	<u>DEFINITION</u>
Blue	Exceptional	Exceeds evaluation standards in a beneficial way to the Government and has no significant weakness.
Green	Acceptable	Meets evaluation standards and any weaknesses are readily correctable.
Yellow	Marginal	Fails to meet evaluation standards; however, any significant deficiencies are correctable.
Red	Unacceptable	Fails to meet a basic required standard and the deficiency is not correctable without a major revision of the proposal.

- 4.3.6.** Basic assessment criteria: All financial strategy and technical proposal information will be assessed to determine if the offeror demonstrates a sound approach to accomplishing the solicitation requirements as well as a complete understanding of those requirements. Assessment criteria are defined as follows and are both of equal importance:

4.3.6.1. Soundness of approach: The offeror's proposal will be assessed in terms of the degree to which the proposal, relating to particular items, is logical, defensible, and consistent with all other parts of the proposal. Additionally, offers will be assessed as to whether or not all assertions made by the offeror are supported and thoroughly documented, and assumptions are clearly labeled and justified. Also, the

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proposal will be assessed as to whether it provides an effective and efficient method of performing the work.

4.3.6.2. Understanding the requirement: The offeror's proposal will be assessed in terms of the degree to which the offeror understands the requirements relating to a particular item, as evidenced through compliance with the requirements of the solicitation. The proposal must indicate concise, complete, responses which are clearly cross-referenced or indexed with the solicitation.

4.3.7. Proposal risk assessment and rating: The purpose of evaluating Proposal Risk is to ensure that only those proposals with a moderate or low risk proceed to Phase II, and become the Successful Offeror. Proposal Risk assesses the risks associated with the offeror's proposed approach as it relates to accomplishing the requirements of this solicitation. The proposal risk will be assessed using the basic assessment criteria defined above and will be rated as follows:

HIGH (H) – Likely to cause significant serious disruption of schedule, increase in cost, or degradation of performance even with special emphasis by the offeror.

MODERATE (M) – Can potentially cause some disruption of schedule, increase in cost, or degradation of performance. However, special emphasis by the offeror may be able to overcome difficulties

LOW (L) – Has little potential to cause disruption of schedule, increase in cost, or degradation of performance. Normal effort by the offeror will probably be able to overcome difficulties.

4.3.8. Financial strategy assessment criteria: Information in the financial strategy volume must provide evaluators with a clear picture of the offeror's financial projections for the development and must be supported by detailed cost estimates. The following assessment criteria will be used when evaluating and rating the factors in this area:

COMPLETENESS: All information/data required to support the proposed financial strategy has been provided. Assumptions and estimates on which the strategy is based are clearly identified.

REASONABLENESS: Cost estimates, financing terms, and financial projections are fully justified and supported and are considered fair under current market conditions.

REALISM: Cost estimates and financial projections are compatible with proposed scope of effort and operations reflect reasonable economy and efficiency.

4.3.9. Performance risk assessment: A Performance Risk rating of High, Moderate, or Low will be assigned to the Phase I financial strategy and technical concept proposals based on the qualifications submittal as explained below.

4.3.9.1. QUALIFICATIONS/PAST PERFORMANCE: The purpose of the qualifications/past performance evaluation is to ensure that only those offerors with a low or moderate performance risk proceed to Phase II and become the Successful Offeror. The qualifications/past performance submittal will be

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evaluated using a performance risk assessment of high, moderate, or low. Performance risk relates to the assessment of an offeror's present and past work and accomplishments as well as current qualifications to assess confidence in the offeror's ability to successfully perform as proposed. **The Government will assign a high performance risk to offerors who do not show recent and relevant experience.** Recent experience is defined as within the past ten (10) years. Recent and relevant experience shall be shown for all work proposed in order for the *Government* to assess the risk associated with offeror's past experience and current capabilities, including but not limited to the evaluation of the number and severity of problems, effectiveness of any corrective actions taken, and the offeror's overall work record. Relevant residential development experience shall be limited to developments of \$2,500,000.00 or more. The performance risk rating will be assessed in the areas of Technical and Financial. The following relevancy criteria apply:

Very Relevant: Present/past performance programs involved the magnitude of effort and complexities, which are *essentially* what this solicitation requires.

Relevant: Present/past performance programs involved less magnitude of effort and complexities, including *most* of what this solicitation requires.

Semi-Relevant: Present/past performance programs involved much less magnitude of effort and complexities, including *some* of what this solicitation requires.

Not Relevant: Did not involve any aspects of above.

NOTE: The Government is not bound by the Offeror's opinion of relevancy. The Government will perform an independent assessment of relevancy of the data provided or obtained. Questionnaires will be used by the Government to obtain customer input on the projects submitted as a part of the qualifications submittal. The Government reserves the right to change, alter, and/or supplement questionnaires either before or after receipt of offers, without further notice to the offerors. The Government reserves the right to consider other projects performed by offerors and identified to the Government through any and all means, including but not limited to customer surveys and comments from other Government agencies. Qualifications/past performance risk is assessed as follows:

HIGH (H) – Significant doubt exists, based on the offeror's qualifications, performance, and financial record or lack of recent and relevant experience, that the offeror can perform the proposed effort.

MODERATE (M) – Some doubt exists, based on the offeror's qualifications, performance, and financial record, that the offeror can perform the proposed effort.

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LOW (L) – Little doubt exists, based on the offeror's qualifications, performance, and financial record, that the offeror can perform the proposed effort.

- 4.3.9.2.** The risk rating assigned in Phase I will be carried forward to Phase II. **The Government reserves the right to update and/or re-evaluate qualifications/past performance in Phase II if significant changes to the offerors' performance and financial capability occur subsequent to Phase I evaluations.**

4.3.10. Discussions:

- 4.3.10.1.** Phase I: It is the Government's intent to evaluate and down-select without discussions in Phase I; however, discussions, if necessary, will only be conducted with those offerors determined to be in a "competitive range" (those offerors who have a reasonable chance of selection for down select). Based on these discussions, offerors will submit revisions to their proposals. The Government will engage in discussions by the issuance of evaluation notices (ENs). The Government will then re-evaluate the offerors' proposals and down-select.
- 4.3.10.2.** The Government intends to down-select to no more than 5 fully qualified offerors whose proposals demonstrate the highest probability of success based on Phase I evaluations. These offerors will be asked to participate in Phase II. Offerors who are not asked to participate in Phase II will be notified via a de-briefing letter explaining why they were not selected to proceed to Phase II. The Government will only evaluate Phase II proposals from offerors who were asked to participate in Phase II.
- 4.3.10.3.** Phase II: It is the Government's intent to make a selection without discussions; however, discussions, if necessary, will only be conducted with those offerors determined to be in a competitive range. Based on these discussions, offerors will submit final proposal revisions. The Government then re-evaluates offerors' proposals and selects the proposal representing the best value.
- 4.3.10.4.** The Government reserves the right to conduct discussions with any or all offerors within the competitive range in Phase I or Phase II. Offerors are advised that it is definitely possible that a down-select decision in Phase I or a selection in Phase II may be made without discussion or any contact concerning the proposal received. Therefore, proposals should be submitted initially on the most favorable terms regarding financial, technical, and other factors. Do not assume that firms will be contacted or afforded an opportunity to clarify, discuss, or revise proposals in Phase I or Phase II.
- 4.3.10.5.** Limited exchanges with the offerors for the purpose of clarifying certain aspects of proposals (e.g., the relevance of an offeror's past performance information and adverse past performance information to which the offeror has not previously had an opportunity to respond) or to resolve a minor or clerical error do not

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constitute discussions. Communications with offerors before establishment of the competitive range may be conducted to enhance Government understanding of proposals; allow reasonable interpretation of the proposal; or facilitate the Government's evaluation process. These communications are for the purpose of addressing issues that must be explored to determine whether a proposal should be placed in the competitive range. Such communications shall not provide an opportunity for the offeror to revise its proposal, but may address ambiguities in the proposal or other concerns (e.g., perceived deficiencies, weaknesses, errors, omissions, or mistakes); and information relating to relative past performance; and shall address adverse performance information to which the offeror has not previously had an opportunity to comment. These communications do not constitute discussions.

4.4. **PHASE I PROCESS AND STANDARDS:**

4.4.1. **EVALUATION CRITERIA AND BASIS FOR SELECTION:** The objective of Phase I is to down-select to those offerors whom the Government considers the best potential business partners with the greatest ability to provide the "Best Value" to military families and the Government. The Government intends to down-select to no more than five fully-qualified offerors whose proposals demonstrate the highest probability of success. This determination will be based on an integrated assessment of each offeror's financial strategy, technical concept, qualifications/past performance, and proposal risk. **Area 1, Financial Strategy, is considered significantly more important than Area 2, Technical Concept, in Phase I.** The qualifications/past performance risk rating is of equal importance to adjectival/color ratings and proposal risk ratings.

4.4.2. **AREA 1 - FINANCIAL STRATEGY:** The purpose of evaluating financial strategies is to determine which offerors would be the best business partners by evaluating the amount, source, type, and use of finances. The following four factors of the financial strategy area will be evaluated based on the required submittals. Factors 1 through 3 are of equal importance. Factor 4 is of significantly less importance than factors 1 through 3.

Factor 1: Financial Strategy

Factor 2: Proforma Financial Information

Factor 3: Government Risk in Project Financing

Factor 4: Exit Strategy

Evaluators shall rate each offeror's financial strategy proposal to determine its worth in relation to the following standards:

4.4.2.1. FACTOR 1 - FINANCIAL STRATEGY:

DESCRIPTION:

The offeror's proposed Financial Strategy will be evaluated to determine the adequacy of loan amount, level of interest rate, and amortization period. Additionally, the offeror's proposed interest rate protection vehicle will be evaluated to determine the adequacy of protection it affords to the Government.

The offeror's proposed source and use of equity will be evaluated to measure the offeror's long-term commitment to the project by considering the specific amount, type, source, and timing of equity.

The offeror's fees will be evaluated to measure the offeror's long-term commitment to the project. The evaluation will consider all fees that are paid and/or accrued to third and related parties.

STANDARD:

The standard is met when the proposal:

1. Clearly demonstrates the ability of the offeror to bring a complete financing package to the table that meets the terms and conditions outlined in the RFP.
2. Presents a submittal on lender letterhead for construction and/or permanent financing (as applicable) that shall include the items set forth below:
 - Lender can finance transaction as proposed based on review of the offeror's financial plan
 - Debt service coverage ratio (not to fall below 1.15 for the term of the loan)
 - Amount of loan
 - Interest rate (fixed or variable, stated as a recognizable index plus some spread)
 - Recourse vs. Non-recourse (full or partial)
 - Loan maturity
 - Loan to value
 - Amortization period
 - Points and fees
 - Contingencies
 - Timeline for funding
 - Statement that permanent lender has read and agrees to comply with the provisions of the Government Limited Loan Guarantee (including sub-paragraphs) and the Inter-Creditor Agreement identified in section 3.6 of the RFP.
 - Statement that the permanent lender has read and reviewed the Government Limited Loan Guarantee and the Inter-Creditor Agreement documents contained in the RFP appendices and either accepts the terms and conditions or lists exceptions.

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The above listed items that when considered in conjunction with the Sources and Uses of Funds covers required expenditures.

For bond financing the following additional information shall be included:

- Name of issuing authority and proof of capacity.
 - Letter from underwriter stating terms and conditions of bond financing and that the bonds will be purchased by said underwriter and resold to investors.
 - Letter from rating agency(ies) if bonds are to be rated.
 - Type of credit enhancement vehicle, if any, and proof of capacity.
 - If tax exempt bond financing is proposed, an opinion of counsel is included relating the appropriateness of tax exempt bond financing for the proposed development.
 - If tax exempt bond financing is proposed, tax-exempt entity status (501(c)(3)) is verified or if formation of a tax exempt entity for this proposal is anticipated.
3. Mitigates risks of short-term interest rate fluctuations until such time offeror “locks rate” with their selected lender.
 4. In the event a variable interest rate is proposed for the first mortgage, presents the type of interest rate protection vehicle to be used, including cost of the vehicle, interest rate caps and term.
 5. Adequately demonstrates the long-term commitment to the project by defining the nature, amount and timing of equity contributions by type and disbursements from net cash flow available after operating expenses, reserves, debt service, and taxes, including return on equity and return of equity.
 6. Designates the type of fee to be paid and/or accrued and whether the fee shall be earned by a third or related party and demonstrates offeror’s long-term commitment to the project.

4.4.2.2. FACTOR 2: PROFORMA FINANCIAL INFORMATION

DESCRIPTION:

The offeror’s proposed Proforma Financial Information will be evaluated to determine the completeness of the information presented and the reasonableness of the underlying assumptions. The evaluation will consider the specific line items of each schedule requested in the RFP appendices.

The offeror’s proposed plan with regards to specifically how the reserve accounts, listed below in Standard 5, are to be set up. The evaluation will consider the nature, timing and amount of the specific funds as well as how they are to be utilized.

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STANDARD:

The standard is met when the proposal:

1. Conforms to the format for each schedule requested that are located in the RFP appendices and provides detailed supporting documentation with regards to the underlying assumptions and/or calculations.
2. Demonstrates that rent for active duty military shall not exceed the Basic Allowance for Housing (BAH)(with dependent rate) minus 110% of reasonable gas and electric utility charges for each unit's permanent designation based on current BAH rates. Utilizes the following formula in order to determine the percentage which shall be applied to BAH in order to determine net rent to be paid to the Successful Offeror on a monthly basis throughout the term of the agreement.

BAH - (110% x Reasonable gas and electric utility charges)

BAH

3. Presents a PERT chart with milestones for pre-construction/development phasing, construction phasing, demolition phasing, pre-occupancy periods, renovation phasing and financial commitments.
4. Adequately demonstrates that real estate in excess of the technical basic requirements and desires in the offeror's proposal provides direct economic benefit to the Government.
5. Defines how and where each account listed below is to be set up and the operational aspects of each account.
 - Capital Repair/Replacement *Escrow Account*
 - Construction *Escrow Account*
 - Impositions *Escrow Account*
 - Security Deposit Account
 - Reinvestment Account, if proposed
 - Tenant Security Deposit Account
 - Lockbox Account

4.4.2.3. FACTOR 3: GOVERNMENT RISK IN PROJECT FINANCING

DESCRIPTION:

The offeror's proposed utilization of Government credit enhancement and financing will be evaluated to measure the long-term risk to the Government. The evaluation will consider the amount, type, interest rate, amortization periods and payment priorities.

The offeror's proposed risk minimization to Government resources will be evaluated to measure the likelihood of defaults under the contract resulting in an economic or other loss to the Government. The evaluation will consider the plan of action the offeror is anticipating should a problem arise with the economics of the project.

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STANDARD:

The standard is met when the proposal:

1. Utilizes no more than the \$12 million subsidy in relation to the Government loan guarantee and direct Government loan under OMB scoring criteria that can be reasonably estimated by the "Quick Score" model.
2. Adequately describes the direct Government loan including amount, terms and modifications, if any, to the direct Government Loan description contained in the RFP and the proposed modifications meet the basic requirements of said loan. The direct Government Loan shall not exceed 50% of debt financing and the debt service coverage ratio shall not fall below 1.05 for combined loans for the term of the loans.
3. Satisfactorily describes how the risk to the Government resources is to be mitigated.
4. Describes which of the offeror's parties, if any, will infuse additional capital if it is required throughout the term of the agreement.

4.4.2.4. FACTOR 4: EXIT STRATEGY

DESCRIPTION:

The offeror's proposed exit strategy will be evaluated to measure the offeror's objectives and their impact on the military families residing in the residences. The evaluation shall consider ongoing operations as military housing, conversion to private housing, disposition or other scenarios.

STANDARD:

The standard is met when the proposal:

1. Satisfactorily defines specifically what is the exit strategy with regards to all of the assets both real estate and non-real estate.
2. Satisfactorily defines the transition time-table, if any, from military to private tenants.

4.4.3. AREA 2 - TECHNICAL CONCEPT: The purpose of evaluating the technical concept is to ensure that only those proposals that meet or exceed technical requirements proceed to Phase II. The following factors of the Technical Concept will be evaluated based on the submittals required. Factor 1 is considered the most important. Factors 2, 3, and 4 are of equal importance to each other but of lesser importance than factor 1 (whether combined or considered independently).

Factor 1: Security Plan

Factor 2: Community Master Development Plan

Factor 3: Facility Design and Construction

Factor 4: Real Estate Management

Evaluators shall rate each offeror's technical concept to determine its worth in relation to the following standards:

4.4.3.1. FACTOR 1: - SECURITY PLAN:

DESCRIPTION: Evaluate the housing area security plan and the offeror's proposed safety features.

STANDARD: The standard is met when the security plan provided by the offeror demonstrates compliance with the basic requirements listed below:

1. Develop a security plan that addresses the following crime prevention elements and meets the security plan objectives stated below and describe how the plan will be implemented.
 - Environmental design
 - Traffic design
 - Lighting
 - Landscaping design
2. Develop the real estate that is in excess of technical basic requirements so that it indirectly improves the security of the military families.
3. Remove fence after the successful stabilization of the surrounding area is complete.

Security Plan Objectives:

1. To increase public safety and reduce fear of crime.
2. To help the people who use the space and facilities to develop a sense of ownership.
3. To promote a greater sense of territoriality among users and a greater perception of risk in potential offenders.
4. To minimize visual obstacles, eliminate places of concealment for potential assailants, offer the most protection against crime, and discourage undesirable traffic.

4.4.3.2. FACTOR 2: COMMUNITY MASTER DEVELOPMENT PLAN

DESCRIPTION: Evaluate the quality of the proposed site development design and construction approach. Determine if the offeror's proposal demonstrates continuity of responsibility throughout the project (design and construction).

STANDARD: The standard is met when the offeror's community master development plan (written descriptions, sketches, cost estimates, and manufacturer's data, etc.), proposes a sound approach to, and demonstrates knowledge of the project and compliance, as a minimum, with the basic requirements listed below:

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BASIC REQUIREMENTS:

1. Intent to exchange approximately 68 acres of Government land on the northern end of Robins AFB (Robins Exchange Parcel) with 85.54 acres of unimproved City land (City Exchange Parcel) located between Wellborn Road and Georgia Highway 247.
2. Meets all applicable local, state, and federal codes, standards, and regulations.
3. Intent to acquire all permits and pay applicable fees.
4. Drawings, demolition, and engineering calculations are certified by a professional architect or engineer who is licensed by the State of Georgia as required by submittal instructions.
5. Within two years of award demolish 219 Wherry housing units and associated improvements which are not located on the land exchange parcel. Associated improvements include exterior storage, patios, driveways, lateral/service utility lines (within four feet of pavement edge or trunk line/main as appropriate), and miscellaneous improvements.
6. Within two years of award demolish 100 Chapman housing units and associated improvements. Associated improvements include exterior storage, patios, driveways, lateral/service utility lines (within four feet of pavement edge or trunk line/main as appropriate), and miscellaneous improvements.
7. PUDD (Planned Unit Development District) IAW approved and restricted uses described below.
8. Community Plan Objectives as described below.
9. Build new units on 85.54-acre parcel to be exchanged by the City of Warner Robins (city exchange parcel) with the Successful Offeror and on West Robins property south of Linwood elementary.
10. No more than four detached single family units per acre.
11. No more than eight townhouses per acre.
12. No more than six townhouses per building.
13. Underground utilities for new construction.
14. Common open space, playgrounds, tot lots, and other modest recreation facilities for common use for each cluster.
15. Lighted basketball courts for each neighborhood.
16. Meet requirements identified in the City of Warner Robins letters "West Robins Housing Privatization, Assessment of Storm Drainage & Street Facilities" dated January 8, 1998 and "Off-Base Housing Privatization" dated November 6, 1997.
17. Construction Management Plan as described below.
18. Cap water and sewage lines from Robins AFB inside the fence of east Robins AFB and connect to City water and sewer prior to deed conveyance.

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19. Remove the modular administration building from the West Robins property on or before completion of all the demolition, new construction, and renovation of residential units.

Approved PUDD Uses:

- Single-family, two-family (duplex), and multi-family units with or without ancillary facilities.
- Screened recreational storage area.
- Public utility substation.
- Public/private owned and operated clubs and associated recreation areas.
- Home occupations.
- Kindergarten, play schools, and day care centers.
- Public/private schools and libraries.
- Hospitals, clinics, convalescent or nursing homes.
- Medical, dental, or chiropractic office, clinic, or laboratory.
- Government, professional, or general purpose offices.
- Book, magazine and newspaper stores.
- Drugstore and/or pharmacy.
- Grocery, candy store, delicatessen, and/or bakery.
- Butcher or poultry/fish store
- Convenience store.
- Barber and/or beauty shop.
- Dressmaker, seamstress, and/or tailor.
- Dry cleaning (no solvent dry cleaning equipment on premises) and self-service laundry establishments.
- Studio offering instruction in art, music, dancing, drama, or similar cultural activity.
- Shoe repair shop.
- Place of worship and related facilities.
- Publicly-owned and operated facility or land.
- Camera store, art store, or photographic studio.
- Florist shop.
- Gift or curio shop or antique shop.
- Bicycle sales/repair shop.
- Insurance agency.
- Jewelry and watch sales/repair shop.
- Locksmith and/or gunsmith.
- Real estate agency.
- Restaurants, grills, and lunch counters, including drive-in.
- Hobby and/or toy stores.
- Branches of banks and savings and loan associations.
- Amusement enterprises, such as miniature/Par-3 golf, golf driving ranges, skating rinks, coin operated arcades and similar enterprises.

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- Motels and hotels.
- Automobile service station or repair garage.
- Theaters.
- Bars, taverns and night clubs.
- Furniture, home furnishings, office furniture and equipment sales, repair or upholstering.
- Produce sales, horticulture sales, and farmers market.
- Clothing stores.
- Hardware and/or paint stores.
- Variety stores (5 and 10-cent stores).
- Music, video, and/or computer stores.
- Sporting goods.
- Pet stores.
- Undertaking or mortuary establishments.
- Convention center, including a hotel and assembly room.
- Printing, blueprinting, book binding, photostatting, lithography, and publishing establishments.
- Commercial parking garage or screened recreational vehicle storage.
- Veterinary hospital, kennel, or clinic.
- Automobile laundry or car wash.
- Appliance and electronics sales and/or repair.

Restrictions to PUDD:

- All servicing, storage, or processing shall be conducted within a completely enclosed facility except where the nature of the activity makes it impossible, such as, off-street loading, automobile parking for customers while on the premises, overnight storage of emergency vehicles and equipment, miniature golf courses, and the sale of automobile fuel at service stations.
- All businesses distributing alcohol must have at least 50% of sales from food.
- Businesses involving adult oriented merchandise or entertainment are not permitted.
- Uses, processes, and equipment employed shall be limited to those, which are not objectionable by reason of blight, odor, dust, bright lights, smoke, noise or vibration.
- Traffic flow shall compliment the city-planned redevelopment in the surrounding area.

Community Plan Objectives:

- **Objective 1:** To give shape to the community and achieve a sense of local identification for the residents by incorporating a sense of “spatial hierarchy”, using the following design building blocks.
 - The individual dwelling unit and private space.
 - A cluster of units comprising a sub-neighborhood and its related recreation space.

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- A neighborhood made of a group of inter-related clusters.
- A residential neighborhood within a compatible community.
- **Objective 2:** To provide adequate infrastructure systems required to support the community, including but not limited to electrical power, water supply, natural gas, sewage/waste disposal, storm water management systems, telephone, cable television, roads, sidewalks, and other accessibility routes.
- **Objective 3:** To strengthen the neighborhood with efficient and appropriate traffic patterns by using a hierarchy of streets and pedestrian routes similar to the “building block” spatial hierarchy.
 - Local traffic patterns serve individual units and feed collectors.
 - Collector traffic patterns (neighborhood or community level) serve dwelling unit cluster and feed major streets.
 - Major traffic patterns (community level) connect different areas of the community.
- **Objective 4:** To create a network of neighborhoods and to emphasize the hierarchy of space within the community by creating a full range of compatible private and shared recreation and community facilities.
 - Constraints such as easements, drainage, and offensive environments (i.e. blight, bright lights, and loud noises) shall be addressed to ensure activities within and surrounding the site are compatible.
- **Objective 5:** To enhance the environment, improve quality of life, and to emphasize the hierarchy of spaces within the community by using environmentally sensitive landscape design, earth shaping techniques, screening, and architectural diversity throughout the community

Construction Management Plan: Quality controls in the development of this project and shall address as a minimum the following:

- **Environmental Quality Controls and Procedures**
- **Inspection Quality Controls and Procedures:**
 - Internal Inspection Plan
 - City of Warner Robins Permits and Inspections
 - Third Party Inspection Plan
 - Government Inspections
 - Inspection Disputes
- **Construction Schedules**
 - No more than one Government funded forced move per family. Successful Offeror to pay for additional forced moves.

4.4.3.3. FACTOR 3: FACILITY DESIGN AND CONSTRUCTION:

DESCRIPTION: Evaluate how the Offeror plans to meet the demolition, construction, and renovation requirements; provide quality interior and exterior designs; and utilizes quality materials and construction methods.

STANDARD: The standard is met when the Offeror proposal (written descriptions, sketches, cost estimates, and manufacturer's data, etc.) demonstrates as a minimum compliance with all the basic requirements listed below:

BASIC REQUIREMENTS:

1. Meets all applicable local, state, and federal codes, standards, and regulations.
2. Drawings, demolition, and engineering calculations are certified by a professional architect or engineer who is licensed by the State of Georgia as required by submittal instructions.
3. Low-maintenance, durable, aesthetically pleasing construction materials
4. Design:
 - Interior designs shall have logical, orderly arrangement of functions, circulation and open spaces.
 - Noise attenuation shall be addressed through good design practices.
 - Kitchen shall be well organized.
 - Bathrooms layouts shall follow modern planning techniques.
 - Interior Storage shall be provided to meet the special needs of military families.
 - Exterior Design: Overall design shall provide a pleasing and interesting appearance. The facades shall be inviting with modulated surfaces and roof lines to provide interest. Materials and colors should be varied to break up facades on larger structures and prevent excessive uniformity among the smaller units.
5. Within two years of award construct 370 new housing units as described below:
 - Sound Transmission Class (STC) rating of 50 between living units
 - New energy efficient appliances (refrigerator, dishwasher, stove, vent hood, garbage disposal) and equipment (central heating and air conditioning system, water heater)
 - No stacked units
 - Ground level entrances
 - Permanent foundations
 - Maximum spacing for 2'x4' stud walls 16 inches on center
 - 12-inch minimum roof overhang
 - 4/12 minimum roof pitch
 - First floor finish level minimum 12 inches above adjacent exterior grade level
 - Central heating and air conditioning

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- Dual power (gas/electric) washer and dryer connections
 - Pre-wired cable television connections in living room and master bedroom and telephone connections in living room, master bedroom, and kitchen of each unit
 - Dead bolts on all entry doors
 - Window treatments on all windows (such as mini-blinds)
 - Overhead lighting in all rooms and closets, switched at the entry(s)
 - Floor Treatments:
 - Carpet in Bedrooms
 - High quality, low maintenance, hard finish flooring in traffic and “living” areas
 - Rear Patio/Deck with Privacy Screening
 - A single car garage and one off-street parking space at each detached single family unit
 - One covered parking space and one off-street parking space at each townhouse
 - Exterior security lighting at front and rear of units
 - Low maintenance , colorful landscaping
 - Mail boxes in accordance with United States Postal Service regulations and guidelines
 - Gutters, down spouts, and splash blocks for all roof areas
 - Units to have square footages calculated IAW ANSI Z765 and have the following permanent designations:

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UNIT TYPE	PERMANENT DESIGNATIONS		
	RANK	1998 BASIC ALLOWANCE FOR HOUSING (with dependent rate)	NUMBER OF UNITS
Townhouse	O-1	\$523.72	4
1090 HSF	E-5	\$570.73	116
2 Bedroom	O-2	\$587.80	4
1 Bath	E-6	\$622.11	33
	O-3	\$660.60	<u>13</u>
			170
Townhouse	O-1	523.72	2
1380 HSF	E-5	570.73	12
3 Bedroom	O-2	587.80	2
2 Bath	E-6	622.11	<u>6</u>
			22
Townhouse	O-3	660.60	8
1550 HSF	E-8	718.90	1
3 Bedroom	E-7	679.75	<u>3</u>
2 Bath			12
Detached Single Family	O-4	798.30	8
1610 HSF	O-5	934.72	<u>4</u>
3 Bedroom			12
2 Bath			
Detached Single Family	O-1	523.72	1
1550 HSF	E-6	622.11	23
4 Bedroom	E-5	570.73	<u>44</u>
2 Bath			68
Detached Single Family	O-3	660.60	4
1680 HSF	E-8/E-9	718.90	9
4 Bedroom	E-7	679.75	<u>50</u>
2 Bath			63
Detached Single Family	O-4	798.30	13
1780 HSF			
4 Bedroom			
2 Bath			
Detached Single Family	O-5	934.72	10
1955 HSF			
4 Bedroom			
2 Bath			

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6. Within eight years of award renovate 300 Hillside housing units as described below:

- Modernize and improve function of kitchens and baths to standards of new units.
- Replace windows and exterior doors and frames.
- Deadbolts on all entry doors
- Reinsulate and weather seal
- Window treatments on all windows (such as mini-blinds)
- Unit to have the following permanent designations:

UNIT TYPE	PERMANENT DESIGNATIONS		
	RANK	1998 BASIC ALLOWANCE FOR HOUSING (with dependents)	NUMBER OF UNITS
R Detached Single Family 3 Bedrooms 2 Baths	O-4 O-5	798.30 934.72	14 <u>6</u> 20
S Duplex 3 Bedroom 2 Baths	E-7 E-8/E-9	679.75 718.90	68 <u>24</u> 92
T Detached Single Family 3 Bedrooms 2 Baths	E-7 E-8	679.75 718.90	13 <u>3</u> 16
X & Y Duplexes 2 Bedrooms 1.5 Baths	E-5 E-6	570.73 622.11	39 <u>11</u> 50
U Detached Single Family 4 Bedrooms 1.75 Baths	O-6	939.60	12
V & W Duplexes 3 Bedrooms 2 Baths	E-5 E-6	570.73 622.11	73 <u>37</u> 110

4.4.3.4. FACTOR 4: REAL ESTATE MANAGEMENT

DESCRIPTION: Evaluate the offeror's proposed real estate management plan.

STANDARD: The standard is met when the Offeror's proposal demonstrates a real estate management plan in compliance with the basic requirements for financial management, administration, and operation and maintenance of the housing project as listed below:

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BASIC REQUIREMENTS:

1. Establish and maintain Priority Placement Plan as follows:
 - First priority shall be given to accompanied active duty military with rank equivalent to the vacant unit's permanent designation.
 - If the Successful Offeror is unable to fill a unit within 15 days of vacancy or 45 days after notification to vacate (whichever is later) with an accompanied active duty military with rank equivalent to the unit's permanent designation, the unit shall be offered to other accompanied active duty military.
 - If the unit is vacant for 30 days or 60 days after notification to vacate (whichever is later), the units shall be offered to unaccompanied active duty military.
 - If there are no unaccompanied military, the units can then be offered to others in the following priority:
 - DoD civil service employees.
 - Retired military.
 - Other civilians.
 - All civilians and retired military leases will be for market rent and for a term of one year or less. At the end of the lease, accompanied and unaccompanied active duty military re-acquire priority placement rights (as described above) to these units.
2. On-site property management office.
3. Professionally staffed property management office with professionally trained management and maintenance staff who can interface with military members and their families.
4. Property manager certified by a professional real estate management association.
5. Mandatory electronic rent allotments not a condition of occupancy.
6. Operations and Maintenance Plan addresses the following for the housing units and other facilities (including all common grounds, non-occupied units and support facilities) in the housing development. Offeror shall provide maintenance as defined below:
 - **Routine Maintenance:** Consists of work requirements not needing immediate attention. Examples are, but are not limited to, leaking faucets, torn window screens, doors needing adjustments, holes in walls, tile repair, other minor structural deficiencies, and pest control. Maximum response time 5 working days.
 - **Emergency Maintenance:** Consists of correcting failures or deficiencies, which constitute an immediate hazard to occupants, or threaten to cause property damage. Examples include, but are not limited to, breaks in water, sewer or gas lines, gas leaks, equipment

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and appliance failures, utility outages, doors and windows which cannot be secured, and similar occurrences which jeopardize the life, health, and safety of tenants. Available 7 days a week, 24 hours per day. Maximum response time 2 hours.

- **Change of Occupancy Maintenance:** Consists of preparing and/or renewing a housing unit for occupancy after termination of the previous occupant's lease. Offeror shall repair any damaged, inferior or incompatible components to provide a unit that has all components in good working order, is aesthetically pleasing and clean.
 - **Periodic Maintenance and Replacement:** The Successful Offeror shall be responsible to implement a plan for periodic maintenance and replacement of housing unit components to ensure that the units remain attractive, structurally sound, well maintained, and in general are renovated as required during the term of the Business Arrangements. Replacement schedule for periodic maintenance and component replacement shall be based on the life expectancy of home products as designated by the National Association of HomeBuilders or as recommended by the product manufacturer.
 - **Landscaping Grounds Maintenance Plan:** The Successful Offeror shall maintain landscaping as intended in the original design for all common areas.
7. Tenant leases/eviction/dispute resolution procedures shall define the occupant/landlord relationship and responsibilities and shall be in accordance with federal and state law.
 8. Allow military families to provide in home child care, provided they obtain applicable permits.
 9. Allow military tenants to keep domesticated pets on premises.
 10. Allow military tenants to install yard fences at their expense.
 11. Provide pest control services at no additional charge upon request of the occupant in accordance with acceptable state of Georgia practices. Pests include but are not limited to insects, vermin (rats and squirrels), termites, roaches, etc.
 12. Curbside refuse collection service for single family dwellings
 13. Centralized refuse pickup for townhouses and common areas
 14. Provide all utilities and refuse collection for common areas.
 15. Provide water, sewage, and refuse services for all dwelling units.
 16. Grandfathering of current occupants for pets/pet deposits for a period of 2 years
 17. Grandfathering of current occupants for 2 years from paying out-of-pocket for residing in a unit permanently designated for a higher rank

4.5. PHASE II PROCESS AND STANDARDS:

4.5.1. EVALUATION CRITERIA AND BASIS FOR SELECTION: The objective of Phase II is to select the business partner offering the “Best Value” to the military families and the Government. Phase II will require offerors determined to be most qualified under Phase I to submit detailed technical proposals and detailed financial strategies for evaluation. Qualifications/past performance risk ratings will be carried over from Phase I. The Successful Offeror will be selected on the basis of an integrated assessment of each offeror’s detailed technical proposal, financial strategy, qualifications/past performance (carried over from Phase I), and proposal risk. **For purposes of Phase II, Area 1, Detailed Technical Proposal is considered significantly more important than Area 2, Detailed Financial Strategy.** The qualifications/past performance risk rating is of equal importance to adjectival/color ratings and proposal risk ratings.

4.5.2. AREA 1 - DETAILED TECHNICAL PROPOSAL: The detailed technical proposals will be evaluated at the same factor levels and priorities as Phase I, Area 2, Technical Concept. Factor 1 is considered the most important. Factors 2, 3, and 4 are of equal importance to each other but of lesser importance than Factor 1 (whether combined or considered independently).

Factor 1: Security Plan

Factor 2: Community Master Development Plan

Factor 3: Facility Design and Construction

Factor 4: Real Estate Management

Evaluators shall rate each offeror’s detailed technical proposal to determine its worth in relation to the following standards:

4.5.3. TECHNICAL STANDARDS - PHASE II: Detailed technical proposals will be evaluated in accordance with the same evaluation standards utilized in Phase I (reference paragraphs 4.4.3.1., 4.4.3.2., 4.4.3.3., and 4.4.3.4.) and the following expanded standards.

4.5.3.1. FACTOR 3: FACILITY DESIGN AND CONSTRUCTION

STANDARD: The standard is met when the Offeror’s proposal (written descriptions, sketches, cost estimates, and manufacturer's data, etc.) demonstrates as a minimum compliance with all the basic requirements listed below in addition to those utilized in Phase I:

INTERIOR DESIGN: The unit design shall emphasize low maintenance construction materials, reduced energy consumption, water resource conservation and life-cycle economics. Units shall have inviting entrances, logical, orderly arrangement of functions, circulation and open spaces. Interior design shall consider functional arrangement, circulation, indoor/outdoor integration and interior appearance.

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- **Noise Attenuation:** Standard details and good design practice shall be applied to control noise transmission between living spaces within each unit.
 - **Kitchen Design:** Kitchens shall have a modern, well organized plan with quality fixtures and finishes.
 - **Bathroom Requirements:** The layout of the bathrooms shall follow modern planning techniques and utilize quality fixtures.
 - **Interior Storage:** Interior storage shall include conveniently located and adequately sized coat, linen, bulk storage and clothes closets.

EXTERIOR DESIGN: Overall design shall provide a pleasing and interesting appearance comparable to other residential developments currently being built and marketed in the area. Exterior materials including windows and doors shall be low maintenance and have a richness of texture and detailing.

4.5.4. AREA 2 - DETAILED FINANCIAL STRATEGY: The detailed financial strategy proposals will be evaluated at the same factor levels and priorities as Phase I, Area 1, Financial Strategy. Factors 1 through 3 are of equal importance. Factor 4 is of significantly less importance than factors 1 through 3.

Factor 1: Financial Strategy

Factor 2: Proforma Financial Information

Factor 3: Government Risk in Project Financing

Factor 4: Exit Strategy

Evaluators shall rate each offeror's detailed financial strategy proposal to determine its worth in relation to the following standards:

4.5.5.FINANCIAL STANDARDS - PHASE II: Detailed financial strategies will be evaluated in accordance with the same evaluation standards utilized in Phase I (reference paragraphs 4.4.2.1., 4.4.2.2., 4.4.2.3., and 4.4.2.4.).

4.6. PHASE III PROCESS: The objective of Phase III is to conduct final negotiations with the selected offeror to finalize the remaining financial contingencies and complete the administrative details of implementing all agreements for award to the selected offeror. Final negotiations are administrative in nature and will not encompass issues that affect the basis on which the source selection decision was founded. The Government will complete the final terms and conditions of a Business Arrangement with the selected offeror. Changes to the selected offer(s) which would affect the selection decision will not be allowed.

4.7. PRE-AWARD PROCESS: If the offeror is unable to remove all contingencies from his financing and provide negotiated final documents with the Government within twenty-one (21)

days of the Government's letter of intent, the Government may elect to re-negotiate the milestones, or negotiations may be terminated and a new offeror selected. In the event that negotiations are terminated, neither party will be entitled to reimbursement of costs or other indemnification from the other party.

5.0. AWARD AND POST AWARD REQUIREMENTS:

5.1. AWARD: At award, the Successful Offeror shall present the following prior to the Government signing the Business Arrangements:

5.1.1. Proof of payment and establishment of reserve accounts as proposed/approved.

5.1.2. Completed application for construction permits in accordance with local regulations.

5.1.3. Completed application for zoning approval in accordance with local regulations.

5.1.4. Final construction drawings including but not limited to:

5.1.4.1. Unit Floor Plans, elevations and sections

5.1.4.2. Unit material finish schedules and selection.

5.1.4.3. Foundation and framing plans

5.1.4.4. Fully developed civil and site utility plans

5.1.4.5. Detailed layout of recreational areas

5.1.4.6. Floor Plans and elevations of supporting facilities (as applicable) for compatibility review.

5.1.4.7. Such other documents and information as the Government may require.

5.2. PRE-CONSTRUCTION CONFERENCE: The Successful Offeror, no later than 30 days after project award and no sooner than two weeks prior to the commencement of construction, shall conduct a pre-construction conference. During the conference, the Successful Offeror shall ensure all participants become acquainted with the Successful Offeror's plan of Business Arrangements administration, inspection, and requirements under which the construction operations shall proceed.

5.2.1. Points for discussion shall include, but are not limited to:

5.2.1.1. Provision for and location of field offices and fenced material and or storage yards

5.2.1.2. Location for project sign to be erected by the offeror

5.2.1.3. Coordination and approval of haul routes and disposal sites

5.2.1.4. Zoning approval

5.2.1.5. Issuance of construction permits

5.2.2. Inspection: During the pre-construction conference the offeror's submittals shall include but not be limited to the following:

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5.2.2.1. Final construction schedules

5.2.2.2. Such other documents and information as the Government may require

5.3. CONSTRUCTION: Construction shall commence no later than 60 days after Business Arrangements award.

6.0. REFERENCE SOURCES AND POINTS OF CONTACT:

6.1. ROBINS AFB HOUSING PRIVATIZATION INTERNET HOME PAGE: The home page is a comprehensive source of all information pertinent to this project in electronic format suitable for downloading and/or printing. It can be accessed at <http://contracting.robins.af.mil/houspriv.ssi>. Information on the home page includes:

6.1.1. Solicitation, Amendments, and Exhibits for the West Robins Housing Privatization Project.

6.1.2. Electronic Document Room:

- List of Interested Parties
- HRSO Quick Score
- Environmental Base Survey/City Acreage
- West Robins Environmental Baseline Survey
- Privatization Primer
- Shop Sales Figures
- Local Tax Information
- The Tour
- Points of Contact
- List of Acronyms
- JPEG Drawings (.jpg format)
- CAD Drawings (.dxf format)

6.1.3. Project Update Newsletter

6.2. ROBINS AFB HOUSING PRIVATIZATION DOCUMENT ROOM: The Bureau of Civil Affairs, located in the Old Wellston Train Depot at 99 First Street, Warner Robins, Georgia, contains documents relevant to this project in hard copy form for on-site viewing. Documents available for viewing at this location include but are not limited to:

6.2.1. Solicitation, amendments, and exhibits

6.2.2. Current and historical military family housing waiting lists and monthly turnover data

6.2.3. Performance Work Statements (PWSs) for current contracts:

- Grounds maintenance
- Housing maintenance
- Refuse collection service
- Television cable service

6.2.4. Feasibility study

6.2.5. Environmental Boundary Surveys for West Robins and existing city 85.54-acre tract

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6.2.6. Underground Storage Tank Certification

6.2.7. Utility studies

- Capacity
- Tap points
- Tie-ins
- Sewer line videos

6.2.8. Industry Forum handout

6.2.9. List of historical facility periodic maintenance/repair

6.2.10. Historical service call records for Hillside

6.2.11. Historical data on facilities

6.2.12. Historical promotion data

6.2.13. Housing condition assessments

6.2.14. Robins AFB Military Family Housing Brochure

6.2.15. Application for assignment to military family housing (MFH)

6.2.16. Installation design guide

6.2.17. Local codes, standards, and regulations specific to City of Warner Robins

6.2.18. 1997 Housing Marketing Analysis (HMA)

6.2.19. Title Search

6.3. ROBINS AIR FORCE BASE: If further clarification is needed after accessing the two information sources above, contact one of the personnel listed below:

Office	Name	Title	Phone/ E-Mail
78 CEG/CEI	Dave Pierson	Project Manager	(912) 926-3533 x158 Fax: (912) 926-1432 David.Pierson@robins.af.mil
WR-ALC/PKOS	Angie Thompson	Contracting Officer	(912) 926-5110 Fax: (912) 926-0745 adthomps@pk.robins.af.mil
WR-ALC/PKOS	Marty Ledden	Contract Buyer	(912) 926-9163 Fax: (912) 926-0745 mledden@pk.robins.af.mil

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6.4. CITY OF WARNER ROBINS: For additional information or clarification beyond the information provided in the document room or on the home page pertinent to the issues of redevelopment, zoning, taxes, utilities fees, permits, or any other issues related to the local municipality, contact one of the city personnel listed below.

Agency	Name	Phone	Fax
Mayor	Donald S. Walker	929-1115	929-6944
City Attorney	Jim Elliott	929-1120	929-6944
Downtown Development Authority	Jimmy Selph	923-8660	923-0805
City Development Department	Jesse Fountain	929-1122	929-6944
City Engineer	Walter Gray	929-1158	929-1957
Building Official	Robert Sisa	929-1160	929-1957
Fire Dept.	Larry West	929-6966	929-7293
Police Department	Dan Hart	929-1161	929-6904
Public Works Department	Joe Musselwhite	929-1900	929-7272
Recreation Department	James Dodson	929-1913	929-6959
Utility Engineer	Marianne Golmitz	929-1937	929-1922
Flint EMC	Jim Autry	988-3500	988-3559
Georgia Power	Jimmy Dooley	784-5810	784-5819